

Notice of meeting and agenda

Culture and Communities Committee

10.00 am Thursday, 7th December, 2023

Dean of Guild Court Room - City Chambers

This is a public meeting and members of the public are welcome to attend or watch the webcast live on the Council's website.

The law allows the Council to consider some issues in private. Any items under "Private Business" will not be published, although the decisions will be recorded in the minute.

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1. Order of Business

- 1.1 Including any notices of motion and any other items of business submitted as urgent for consideration at the meeting.

2. Declaration of Interests

- 2.1 Members should declare any financial and non-financial interests they have in the items of business for consideration, identifying the relevant agenda item and the nature of their interest.

3. Deputations

- 3.1 If any

4. Minutes

- 4.1 Minute of Culture and Communities Committee of 5 October 2023 – submitted for approval as a correct record 13 - 44

5. Forward Planning

- 5.1 Work Programme 45 - 50
- 5.2 Rolling Actions Log 51 - 100

6. Business Bulletin

- 6.1 Business Bulletin 101 - 122

7. Executive Decisions

7.1	Police Scotland - Edinburgh City Division - Scrutiny Report - April to September 2023 – Report by the Executive Director of Corporate Services	123 - 152
7.2	Culture and Communities: Revenue Budget Monitoring 2023/24 – Month Five position – Report by the Executive Director of Place	153 - 158
7.3	Future Libraries – Report by the Executive Director of Place	159 - 174
7.4	New Collection Centre and Museums and Galleries Transformation – Report by the Executive Director of Place	175 - 220
7.5	Cemetery Update - Support for Volunteer Groups and Cemetery Rules – Report by the Executive Director of Place	221 - 226
7.6	Craigmillar Castle Park Cemetery Commissioning Phase 2. – Report by the Executive Director of Place	227 - 234
7.7	Cultural Grants Funding 2018-23 – Report by the Executive Director of Place	235 - 248
7.8	Amplification of Sound in Public Spaces – Report by the Executive Director of Place	249 - 254

8. Routine Decisions

8.1	Edinburgh Film Charter Update – Report by the Executive Director of Place	255 - 272
8.2	Edinburgh Million Tree City Update – Report by the Executive Director of Place	273 - 286
8.3	Makars' Court: Proposed Additional Inscription for Donnchadh Bàn Mac an t-Saoir – Report by the Executive Director of Place	287 - 292
8.4	Museums and Galleries Edinburgh - Policies and Decolonisation Working Group Update – Report by the Executive Director of Place	293 - 300

9. Motions

9.1 By Councillor Walker – Fireworks

“Committee:

- Condemns the events that took place in Niddrie and in other pockets across the city on Bonfire Night and the unnecessary danger this placed our emergency services and residents in.
- Agrees the need for stricter regulations on the general sale of fireworks to members of the public.
- Notes that ideally fireworks would only be permitted as part of organised events.
- Requests a report on the cost and logistics of reinstating Council hosted firework displays and implementing a firework control zone.
- Requests the Council Leader write to the Scottish and UK Government asking for the general sale of fireworks to be banned.”

9.2 By Councillor Heap - Free Little Libraries

“Council notes:

1. That Little Free Library is a worldwide movement that aims to improve access to reading by promoting the installation of Little Free Libraries by local residents and community groups.
2. That Little Free Libraries are usually small, weather-proof boxes that are installed in public spaces and where communities can donate and collect free books (See Appendix 1), and that some have additional facilities such as mobile device charging points
3. That there are 9 such libraries registered on the

LFL website in Edinburgh, and more registered on the Edinburgh Tool Library website.

4. The West and South of the city appear to lack LFLs compared to other areas (See Appendix 2)
5. The positive work of the Edinburgh Tool Library has done to help build and install the libraries
6. That 500,000 children across the UK do not own a book

Council believes:

1. That an expansion in the number of Little Free Libraries would play a role in broadening access to reading in the city

Actions

Committee requests:

1. A report is presented to the Culture and Communities Committee within 2 cycles outlining what the Council can do to help local residents and community groups install a Little Free Library in their local area, including:
 - a. Support in identifying appropriate locations, including any appropriate Council-owned sites
 - b. Support in identifying areas of the city without LFLs
 - c. Support from appropriately-trained Council staff to build and/or install LFLs
 - d. Support for the Edinburgh Tool Library to continue to assist communities to create LFLs
 - e. Assistance to ensure LFLs are accessible to all members of the community
 - f. Grant funding to meet the modest costs of building and installing a LFL
 - g. Small donations of books from the Library Service and other appropriate parts of the

Council

- h. Any other issues officers deem relevant”

9.3 By Councillor Osler – Right to Grow

“Committee notes:

1. The ongoing cost of living crisis faced by many of Edinburgh’s residents and that amongst other things, this can impact the ability to afford good quality fresh food
2. that Edinburgh has a shortage of allotments and that demand far exceeds supply
3. that the last update it received on Allotment and Food Growing Provision was in November 2020.
4. the positive mental and physical wellbeing of communities coming together to grow food, and
5. that in October 2023, Hull City Council unanimously passed a “right to grow” motion, on Council-owned land that is deemed suitable for cultivation.

Committee asks:

6. For a report in three cycles looking into the possibility of whether Edinburgh could also adopt “a right to grow” policy on Council-owned land that is deemed suitable for cultivation, and

For a Business Bulletin update in two cycles on Allotment and Food Growing Provision”

9.4 By Councillor Thornley – Neighbourhood Networks

“Committee notes;

1. That Governance, Risk and Best Value Committee recently received a briefing note showing that only 4 of 13 Neighbourhood Networks across the city meet regularly.
2. That Neighbourhood Networks can be complicated and inaccessible bodies for many and are frequently overly dependent upon a few key people to remain operational.
3. That Neighbourhood Networks replaced the

Neighbourhood Partnership model in 2019.

4. The obligations placed upon the Council by the Community Empowerment (Scotland) Act 2015.
5. The stated desire in the Council Business Plan 2023-27 to 'evolve Community Councils and Neighbourhood Networks to ensure they provide communities with direct input'.
6. That in some cases, Community Grants Funding is connected to Neighbourhood Networks, but not in others.
7. That no updates are currently provided on what is supported by Community Grants Funding, what criteria are required to be met to secure funding, and there for what is being achieved within communities.
8. A review of both Neighbourhood Networks and Community Grants Funding is currently ongoing

Therefore;

9. Requests a report, within three cycles, providing an evaluation of the current situation of our Neighbourhood Networks and Community Grants Funding, including a judgement of the success of the current model, suggestions for how community engagement could be improved, barriers to that engagement removed, processes simplified to improve accessibility and how participatory budgeting can be preserved and enhanced."

9.5 By Councillor McFarlane – Third Party Cultural Grants

"Committee:

1.1 Notes that at the October meeting of Culture and Communities the committee approved in principle the continuation of the three-year Strategic Partnerships Funding Programme

1.2 Understands that fifteen of these partners are also currently funded by Creative Scotland (with others potentially applying) and that they should expect to understand the outcome of their three-year funding applications in 2024 for implementation from April

2025. The award level will likely impact the sustainability and output of our cultural partners.

1.3 Recognises the limited officer resource within the council to manage and oversee the grant programme and therefore thanks officers for their ongoing hard work and relationship building with the sector meaning the programme has been aligned to the new city culture strategy outcomes and has been further enhanced by sector feedback.

1.3.1 Committee further recognises the extraordinary output of our strategic partners achieved despite the increasingly challenging financial circumstances.

1.4 Whilst recognising the limitations of the current budget and officer resource allocation for this programme, committee agrees that there may need to be some adjustments made to the three-year Strategic Partnerships Funding Programme after Year 1 to consider:

- Potential impact (positive or negative) of future CEC budget decisions relating to the Third-Party Cultural Grants Fund for following financial years.
- Proposed levels of Creative Scotland support for these organisations.
- The potential opportunity to align CEC and Creative Scotland multi-year funding cycles.
- Ongoing understanding through dialogue and engagement with the Council's Third-Party Cultural Partners monitoring their sustainability considering the many pressures faced by the sector (most acutely felt by building based organisations) including inflation, the continued impact of the Covid-19 pandemic, obligations to meet Fair Work First and climate adaption.

1.5 Committee requests that officers take the above into consideration before bringing the recommendations (in principle) for Year 2 of this programme to committee.”

9.6 By Councillor Staniforth - Ending the Use of Fossil-Fuel Powered Leaf Blowers

“Committee notes:

1. That a 2011 study found that using a fossil-fuel leaf blower for 30 mins emits more carbon than a pick-up truck driving from Texas to Alaska.
2. That globally cities such as Portland have banned fossil-fuel powered leaf blowers.
3. That using leaf blowers outside of keeping paths clear of debris is damaging to biodiversity.
4. That fumes such as those from fossil-fuel powered leaf blowers have been linked to an increase in the risk of cancer, heart disease and asthma.

Committee therefore:

5. Requests a report to culture and communities within 2 cycles detailing options for:
 - 5.1 The council ending its own use of fossil-fuel powered leaf blowers.
 - 5.2 The council ensuring its contractors do not use fossil-fuel powered leaf blowers.
 - 5.3 The council banning or regulating the use of fossil-fuel leaf blowers within the city of Edinburgh.”

10. Resolution to Consider in Private

- 10.1** The Committee, is requested under Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the public from the meeting for the following items of business on the grounds that they would involve the disclosure of exempt information as defined in Paragraphs 6 of Part 1 of Schedule 7A of the Act.

11. Private Reports

- 11.1** Future Event Bidding Opportunity – Report by the Executive Director of Place 313 - 318

Nick Smith

Committee Members

Councillor Val Walker (Convener), Councillor Lezley Marion Cameron, Councillor Fiona Glasgow, Councillor Dan Heap, Councillor Finlay McFarlane, Councillor Amy McNeese-Mechan, Councillor Max Mitchell, Councillor Marie-Clair Munro, Councillor Hal Osler, Councillor Alex Staniforth and Councillor Edward Thornley

Information about the Culture and Communities Committee

The Culture and Communities Committee consists of 11 Councillors and is appointed by the City of Edinburgh Council.

This meeting of the Culture and Communities Committee is being held in the City Chambers, High Street, Edinburgh and virtually by Microsoft Teams.

Further information

If you have any questions about the agenda or meeting arrangements, please contact Daniel Baigrie, Committee Services, City of Edinburgh Council, Business Centre 2.1, Waverley Court, 4 East Market Street, Edinburgh EH8 8BG, Tel 0131 529 4264, email daniel.baigrie@edinburgh.gov.uk / louise.p.williamson@edinburgh.gov.uk.

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Minutes

Culture and Communities Committee

10.00am, Thursday 5 October 2023

Present:

Councillors Walker (Convener), Lezley Marion Cameron, Campbell (substituting for Councillor McFarlane item 20), Faccenda (substituting for Councillor Lezley Marion Cameron for item 10 onwards), Glasgow, Heap, McFarlane, McNeese-Mechan, Mitchell, Mowat (substituting for Councillor Munro items 1-8), Munro, Nicolson (substituting for Councillor Glasgow item 18), Osler, Parker (substituting for Councillor Heap items 6 and 20), Ross (substituting for Councillor Thornley item 5), Staniforth and Thornley.

1. Minutes

Decision

To approve the minute of the Culture and Communities Committee of 10 August 2023 as a correct record subject to the adjustment to item 11 of the minute to include the Amendment 3, to read as follows:

Item 11 - Meadows Jawbone Arch Conservation Project

Approval was sought on the proposal as part of The Meadows Jawbone Arch Conservation project to dispose of the original Jawbones as they were considered beyond reasonable repair, unable to be relocated safely and now a cost pressure to the Council.

The Committee had heard a deputation from Friends of the Meadows and Bruntsfield Links on this issue (see item 1(b) above).

Motion

- 1) To note the update on the Meadows Jawbone Arch Conservation Project, and the information provided in respect of ideas for creative conservation of the Jawbones.
- 2) To agree to dispose of the existing Jawbones which are deemed unviable for suitable public display.
- 3) To agree to continue the exploration of creative conservation solutions until October 2023, with the outcome of this reported to Group Spokespeople.

- 4) To note that, if a creative solution is not found, the original Jawbones will be disposed in line with guidance from City Archaeologist with cross-section pieces kept and accessioned into the museum collections with a view to being installed at a suitable location within the Museums and Galleries service.
- 5) To agree to advance discussions with stakeholders and potential funders on the commission of a bronze replacement.

- moved by Councillor Walker, seconded by Councillor Lezley Marion Cameron

Amendment 1

- 1) To note the update on the Meadows Jawbone Arch Conservation Project, and the information provided in respect of ideas for creative conservation of the Jawbones.
- 2) To agree to dispose of the existing Jawbones which are deemed unviable for suitable public display.
- 3) To agree to continue the exploration of creative conservation solutions until October 2023, with the outcome of this reported to Group Spokespeople.
- 4) Agrees to contact The Collective, Edinburgh's Centre for Contemporary Art who may be well placed to organise a commission using the Jawbone as a medium, and notes that this could perhaps provide a rare opportunity for an artist to respond to Edinburgh's whaling heritage and modern concerns of conservation of endangered species in a new public artwork
- 5) To note that, if a creative solution is not found, the original Jawbones will be disposed in line with guidance from City Archaeologist with cross-section pieces kept and accessioned into the museum collections with a view to being installed at a suitable location within the Museums and Galleries service.
- 6) To agree to advance discussions with stakeholders and potential funders on the commission of a bronze replacement.

- moved by McFarlane, seconded by Councillor McNeese-Mechan

Amendment 2

- 1) To agree that the Jawbone Arch is a longstanding, much-loved landmark in Edinburgh
- 2) To agree that should preservation, in-situ, not be possible, then the optimal outcomes are:
 - a) As full as preservation of the Arch as possible, on view to the public in a different place, and
 - b) A replica to be made and located in place of the Arch.
- 3) To note the update on the Meadows Jawbone Arch Conservation Project, and the information provided in respect of ideas for creative conservation of the Jawbones.
- 4) To agree to continue the exploration of creative conservation solutions.

- 5) To agree to advance discussions with stakeholders and potential funders on the commission of a bronze replacement.
- 6) Requests a report to Culture and Communities Committee recommending a way forward at the conclusion of the processes outlined in 3) and 4).

- moved by Councillor Heap, seconded by Councillor Staniforth

Amendment 3

- 1) To note the update on the Meadows Jawbone Arch Conservation Project, and the information provided in respect of ideas for creative conservation of the Jawbones.
- 2) To agree to dispose of the existing Jawbones which are deemed unviable for suitable public display.
- 3) To agree to continue the exploration of creative conservation solutions until October 2023, with the outcome of this reported to Group Spokespeople.
- 4) Agrees to contact The Collective, Edinburgh's Centre for Contemporary Art who may be well placed to organise a commission using the Jawbone as a medium, and notes that this could perhaps provide a rare opportunity for an artist to respond to Edinburgh's whaling heritage and modern concerns of conservation of endangered species in a new public artwork
- 5) To note that, if a creative solution is not found, the original Jawbones will be disposed in line with guidance from City Archaeologist with cross-section pieces kept and accessioned into the museum collections with a view to being installed at a suitable location within the Museums and Galleries service.
- 6) To agree to advance discussions with stakeholders and potential funders on the commission of a replacement.

- moved by Councillor Mitchell, seconded by Councillor Munro

In accordance with Standing Order 22(12), the Motion was adjusted, and Amendment 1 adjusted by the terms of Amendment 3 and accepted an addendum to the Motion.

Voting

For the Motion (as adjusted)	-	9 votes
For Amendment 2	-	2 votes

(For the Motion (as adjusted): Councillors Lezley Marion Cameron, Glasgow, McFarlane, McNeese-Mechan, Mitchell, Munro, Osler, Thornley and Walker.

For Amendment 2: Councillors Heap and Staniforth.)

Decision

To approve the following adjusted motion by Councillor Walker:

- 1) To note the update on the Meadows Jawbone Arch Conservation Project, and the information provided in respect of ideas for creative conservation of the Jawbones.

- 2) To agree to dispose of the existing Jawbones which are deemed unviable for suitable public display.
- 3) To agree to continue the exploration of creative conservation solutions until October 2023, with the outcome of this reported to Group Spokespeople.
- 4) To agree to contact The Collective, Edinburgh's Centre for Contemporary Art who might be well placed to organise a commission using the Jawbone as a medium, and note that this could perhaps provide a rare opportunity for an artist to respond to Edinburgh's whaling heritage and modern concerns of conservation of endangered species in a new public artwork.
- 5) To note that, if a creative solution is not found, the original Jawbones would be disposed in line with guidance from City Archaeologist with cross-section pieces kept and accessioned into the museum collections with a view to being installed at a suitable location within the Museums and Galleries service.
- 6) To agree to advance discussions with stakeholders and potential funders on the commission of a replacement.

(Reference – report by the Executive Director of Place, submitted)

2. Work Programme

The Committee's Work Programme was presented for review.

Decision:

To note the work programme.

(Reference – Culture and Communities Committee Work Programme 5 October 2023, submitted)

3. Rolling Actions Log

The Culture and Communities Committee Rolling Actions Log was presented.

Decision:

- 1) To agree to close the following actions:
 - **Action - Action 4** – Business Bulletin - The Future Management and Ownership of Easter Craiglockhart Hill Local Nature Reserve (LNR) – Motion by Councillor Burns
 - **Action 14 (1, 2, 3,4, 5 and 8)** - Use of Public Spaces for Events and Filming Update
 - **Action 16** - Amplification of Sound in Public Places
 - **Action 19(2)** - Response to Motion by Councillor Osler - Trees
 - **Action 21(1)** - Motion by Councillor Osler – Tree Protection Measures East and West Princes Street Gardens
 - **Action 26(2)** - Third Party Cultural Grants Funding 2023-24

- **Action 28(2)** - Response to Motion by Councillor Osler – Tree Protection in East and West Princes Street Gardens
 - **Action 30(3)** - Lawn Tennis Association Investment in Parks Tennis Courts
 - **Action 32** – Motion by Councillor Heap - WASPS Studio Space in Dalry
 - **Action 33(1)** - Motion by Councillor McFarlane – International Overdose Awareness Day
 - **Action 35** - Motion by Councillor Heap – Celebrating Pride Month
 - **Action 36(1)** - NHS Lothian Director of Public Health Annual Report 2022
 - **Action 37** - Motion by Councillor Faccenda - Toilet Provision
 - **Action 42** – Motion by Councillor McFarlane - Closure of The Nelson Monument
 - **Action 43** – Motion by Councillor Thornley - Community Centre Strategy Reporting
- 2) To ask officers to ensure that International Overdose Awareness Day was marked annually (Action 33(1) - Motion by Councillor McFarlane – International Overdose Awareness Day).
 - 3) To note the rolling actions log would be updated to reflect decisions taken at this meeting and otherwise note the remaining outstanding actions.

(Reference – Culture and Communities Committee Rolling Actions Log 5 October 2023, submitted)

4. Business Bulletin

The Culture and Communities business bulletin was presented.

Decision

To note the updates in the business bulletin.

(Reference – Culture and Communities Committee Business Bulletin 5 October 2023, submitted)

5. Amplification of Sound in Public Spaces

Details were provided on the information received following a survey with residents and businesses to seek evidence of the issues associated with the amplification of sound in public spaces which had been carried out between 9 May and 31 August 2023 together with proposed next steps. Records held by Police Scotland for incidents reported under Section 54 of the Civic Government (Scotland) Act 1982 had also been obtained.

Motion

- 1) To note the findings of the recent survey on busking and amplification, including that the response was broadly positive about the benefits of busking in the city.

- 2) To note that excessive amplification had a more significant impact on those living or working nearby and therefore monitoring in specific locations where local amenity was impacted was required.
- 3) To note that the survey did not provide an evidence base for the creation of a byelaw to tackle the nuisance of noise in public spaces at this time.
- 4) To agree that the Council should continue to monitor busking, particularly at 'hotspot' locations, engage with buskers to try to address identified issues, and, where appropriate, seek support from Police Scotland to address excessive noise.
- 5) To request that the Convener write to the appropriate Scottish Government Minister to seek an early discussion on this issue and on the potential to extend the powers to local authorities for section 54 of the Civic Government (Scotland) Act 1982.

- moved by Councillor Walker, seconded by Councillor Lezley Marion Cameron

Amendment 1

- 1) To note the findings of the recent survey on busking and amplification, including that the response was broadly positive about the benefits of busking in the city.
- 2) To note that excessive amplification had a more significant impact on those living or working nearby and therefore monitoring in specific locations where local amenity was impacted was required.
- 3) To note that the survey did not provide an evidence base for the creation of a byelaw to tackle the nuisance of noise in public spaces at this time.
- 4) To agree that the Council should continue to monitor busking, particularly at 'hotspot' locations, engage with buskers to try to address identified issues, and, where appropriate, seek support from Police Scotland to address excessive noise.
- 5) To request that the Convener write to the appropriate Scottish Government Minister to seek an early discussion on this issue and on the potential to extend the powers to local authorities for section 54 of the Civic Government (Scotland) Act 1982.
- 6) Acknowledges the disproportionate impact of amplified busking for residents living in close proximity to Portobello Prom or within the City Centre Ward and that whilst this may be enjoyed by transient visitors to the area it presents serious challenges to maintaining the liveability of these areas.
- 7) Further acknowledges that many residents have simply stopped reporting noise complaints due to the lack of action or response from CEC or Police Scotland and that data taken from during the pandemic is unlikely to be useful when understanding the usual state of play.
- 8) Agrees that a byelaw could present a simple and clear set of rules around amplification in public spaces and crucially the means to enforce it and therefore requests officers continue to build the evidence base required to introduce it.

- 9) Understands one-way residents have felt supported in previous years is through the deployment of lamppost wraps and signage that clearly displays the CEC busking policy and rules but regrets that their effectiveness has been limited to the ad hoc nature of their deployment due to:
- Lack of capacity within council signage team.
 - Unauthorised removal of the signage.
 - Inconsistent locations & key areas not being covered.
 - The signage arriving too late into the year and being removed prematurely before prime busking season ends.
- 10) Therefore agrees to a further report in two cycles to the Culture and Communities Committee outlining a formalised approach to busking signage with set locations, time of year for deployment and identifying resource to support a standardised annual approach to their implementation.

This report should further outline options for how the Council can consider the more active management of on-street activities referenced in the report. These options should explore direct proposals with costings in advance of the following years budget setting proposals for Groups.

- moved by Councillor McFarlane, seconded by Councillor McNeese-Mechan

Amendment 2

- 1) To note the findings of the recent survey on busking and amplification, including that the response was broadly positive about the benefits of busking in the city.
- 2) To note that excessive amplification had a more significant impact on those living or working nearby and therefore monitoring in specific locations where local amenity was impacted was required.
- 3) To agree that the Council should continue to monitor busking, particularly at 'hotspot' locations, engage with buskers to try to address identified issues, and, where appropriate, seek support from Police Scotland to address excessive noise.
- 4) To request that the Convener write to the appropriate Scottish Government Minister to seek an early discussion on this issue and on the potential to extend the powers to local authorities for section 54 of the Civic Government (Scotland) Act 1982.
- 5) Notes that on 28th October 2021 Council approved a motion on the Amplification of Sound in Public Spaces. In it there was a request for the Convenor of Regulatory to write to Ben Macpherson, the then Minister for Local Government in Scotland, to request additional powers to allow the Council to effectively control the amplification of sound in public spaces under the Civic Government (Scotland) Act 1982. A response was received on 22nd December 2021 saying that this was being looked into. The Regulatory Committee agreed to write a

follow up letter and received a further response from the Minister on 8th August 2022 with no further progress.

- 6) Notes that 4.4 of the report states *However, excessive noise from busking was highlighted as having a significant impact on residents and businesses nearby, especially where the busker has a limited repertoire.*

Therefore, Committee agrees:

- 7) To commence the process of drafting an appropriate byelaw to allow for the control of the amplification of sound in public spaces.
- 8) That the Council should continue to monitor busking, engage with buskers who are using amplification to encourage them to moderate the volume and where appropriate, seek support from Police Scotland to address excessive noise.

- moved by Councillor Ross, seconded by Councillor Osler

Amendment 3

Committee recognises:

- 1) To recognise the immense cultural contribution of buskers to the culture of Edinburgh.
- 2) To recognise that provision should be made for buskers to perform in a way that balances their right to perform and for audiences to listen to their music with the need to protect the wellbeing of residents.
- 3) To recognise that some residents, including but not limited to those who live in the City centre ward, can be disturbed by loud and prolonged busking in the same place.
- 4) To note the opinion of officers that the evidence threshold to lodge an application for a bylaw has not been met.
- 5) To note the findings of the recent survey on busking and amplification, including that the response was broadly positive about the benefits of busking in the city.
- 6) To note that excessive amplification had a more significant impact on those living or working nearby and therefore monitoring in specific locations where local amenity was impacted was required.
- 7) To agree that the Council should continue to monitor busking, particularly at 'hotspot' locations, engage with buskers to try to address identified issues, and, where appropriate, seek support from Police Scotland to address excessive noise.
- 8) To request that the Convener write to the appropriate Scottish Government Minister to seek an early discussion on this issue and on the potential to extend the powers to local authorities for section 54 of the Civic Government (Scotland) Act 1982.

- 9) To request a report for the December meeting of the Culture and Communities Committee detailing:
 - a) The evidence threshold for lodging a bylaw application;
 - b) How it was determined that this has not been met;
 - c) The feasibility of working with the artist community to identify public spaces in the city centre which could be promoted as good places to busk with good practices agreed by all stakeholders; and
 - d) The outcome of the discussions with the Scottish Government.

- moved by Councillor Heap, seconded by Councillor Staniforth

In accordance with Standing Order 22(12), Amendment 1 was accepted as an addendum to the Motion, and Amendments 2 and 3 were adjusted and accepted as addendums to the Motion.

Decision

To approve the following adjusted Motion by Councillor Walker:

- 1) To note the findings of the recent survey on busking and amplification, including that the response was broadly positive about the benefits of busking in the city.
- 2) To note that excessive amplification had a more significant impact on those living or working nearby and therefore monitoring in specific locations where local amenity was impacted was required.
- 3) To agree that the Council should continue to monitor busking, particularly at 'hotspot' locations, engage with buskers to try to address identified issues, and, where appropriate, seek support from Police Scotland to address excessive noise.
- 4) To request that the Convener write to the appropriate Scottish Government Minister to seek an early discussion on this issue and on the potential to extend the powers to local authorities for section 54 of the Civic Government (Scotland) Act 1982.
- 5) To acknowledge the disproportionate impact of amplified busking for residents living in close proximity to Portobello Prom or within the City Centre Ward and that whilst this may be enjoyed by transient visitors to the area it presented serious challenges to maintaining the liveability of these areas.
- 6) To further acknowledge that many residents had simply stopped reporting noise complaints due to the lack of action or response from the City of Edinburgh Council or Police Scotland and that data taken from during the pandemic was unlikely to be useful when understanding the usual state of play.
- 7) To agree that a byelaw could present a simple and clear set of rules around amplification in public spaces and crucially the means to enforce it and therefore request officers continue to build the evidence base required to introduce it.
- 8) To understand one-way residents had felt supported in previous years was through the deployment of lamppost wraps and signage that clearly displayed

the Council's busking policy and rules but regret that their effectiveness had been limited to the ad hoc nature of their deployment due to:

- Lack of capacity within council signage team.
- Unauthorised removal of the signage.
- Inconsistent locations and key areas not being covered.
- The signage arriving too late into the year and being removed prematurely before prime busking season ended.

- 10) To therefore agree to a further report in two cycles to the Culture and Communities Committee outlining a formalised approach to busking signage with set locations, time of year for deployment and identifying resource to support a standardised annual approach to their implementation.

This report should further outline options for how the Council could consider the more active management of on-street activities referenced in the report. These options should explore direct proposals with costings in advance of the following years budget setting proposals for Groups.

- 11) To note that on 28th October 2021 Council approved a motion on the Amplification of Sound in Public Spaces. In it there was a request for the Convenor of Regulatory to write to Ben Macpherson, the then Minister for Local Government in Scotland, to request additional powers to allow the Council to effectively control the amplification of sound in public spaces under the Civic Government (Scotland) Act 1982. A response was received on 22nd December 2021 saying that this was being looked into. The Regulatory Committee agreed to write a follow up letter and received a further response from the Minister on 8th August 2022 with no further progress.
- 12) To note that 4.4 of the report by the Executive Director of Place stated *However, excessive noise from busking was highlighted as having a significant impact on residents and businesses nearby, especially where the busker has a limited repertoire.*
- 13) To agree to commence the process of drafting an appropriate byelaw to allow for the control of the amplification of sound in public spaces.
- 14) To agree that the Council should continue to monitor busking, engage with buskers who were using amplification to encourage them to moderate the volume and where appropriate, seek support from Police Scotland to address excessive noise.
- 15) To request a report for the December meeting of the Culture and Communities Committee detailing:
- a) The evidence threshold for lodging a bylaw application;
 - b) How it was determined that this had not been met;

- c) The feasibility of working with the artist community to identify public spaces in the city centre which could be promoted as good places to busk with good practices agreed by all stakeholders; and
- d) The outcome of the discussions with the Scottish Government.

(References – Culture and Communities Committee of 13 December 2022 (item 10); report by the Executive Director of Place, submitted)

6. Trees in the City – Tree Management Policies

An update on the tree management policies for the Council, which provided the actions proposed to address the motion approved by Committee in December 2022 on Trees and also set out the policies to support tree protection when hosting events (following a request by Committee in May 2023) was presented. A specific example relating to East and West Princes Street Gardens was included in Appendix 3 to the report by the Executive Director of Place.

Motion

- 1) To approve the updated Trees in the City document containing tree management policies relating to how the Council maintained and managed trees in the city (Appendix 1 to the report by the Executive Director of Place).
- 2) To note the update provided in response to the motion on Trees which was approved on 13 December 2022.
- 3) To note that policies to protect trees during events had been incorporated into the revised policy document and updated Tree Protection plans for East and West Princes Street Gardens were included in Appendix 3 to the report.

- moved by Councillor Walker, seconded by Councillor Lezley Marion Cameron

Amendment 1

- 1) To approve the updated Trees in the City document containing tree management policies relating to how the Council maintained and managed trees in the city (Appendix 1 to the report by the Executive Director of Place).
- 2) To note the update provided in response to the motion on Trees which was approved on 13 December 2022.
- 3) To note that policies to protect trees during events had been incorporated into the revised policy document and updated Tree Protection plans for East and West Princes Street Gardens were included in Appendix 3 to the report.
- 4) Notes that at 4.7 the report states that “any remaining actions will be carried forward under the strategic direction of Edinburgh Million Tree City.”
- 5) Therefore requests that the overdue Million Tree City annual update come to Committee at its February 2024 meeting, including an update on those outstanding actions.
- 6) Notes the Ash Dieback Action Plan report received by committee in March 2023.

- 7) Agrees that, once the Tree Management Policies have been agreed, the Million Tree City Annual Updates should become the main avenue for regular reporting on the state of trees in Edinburgh and that other regular reports on trees should be folded into that reporting with the exception of the Ash Dieback Action Plan updates.
- 8) That this should include but not be limited to; updates on numbers of trees planted, and removed in the year, canopy cover and species diversity, and efforts to manage and maintain newly planted trees to ensure their survival.
- 9) Additionally, requests officers work with colleagues in the flooding team to determine how the Management Policies can best be used to support flood mitigation efforts where projects are being undertaken, and report this back to committee via the Business Bulletin within three cycles.

- moved by Councillor Thornley, seconded by Councillor Osler

Amendment 2

- 1) To approve the updated Trees in the City document containing tree management policies relating to how the Council maintained and managed trees in the city (Appendix 1 to the report by the Executive Director of Place).
- 2) To note the update provided in response to the motion on Trees which was approved on 13 December 2022.
- 3) To note that policies to protect trees during events had been incorporated into the revised policy document and updated Tree Protection plans for East and West Princes Street Gardens were included in Appendix 3 to the report.
- 4) Welcomes the report and changes / additions to the tree management and protection policies, recognising that these demonstrate a renewed focus and commitment to trees across the city, in line with the Council's declaration of a nature emergency.
- 5) Notes that a renewed Climate Adaptation strategy is due at Policy and Sustainability committee and that trees will have a prominent role to play in this strategy, and therefore ought to be prioritised for investment.
- 6) Recognises that this update largely covers an operational approach to tree management but that there are still wider strategic aims which Committee may wish to strengthen in order to improve outcomes for trees in the city and deliver other co-benefits relating to this, including (but not limited to):
 - a) Understanding what additional resource would be required to replace trees which have died in recent years owing to inadequate aftercare, and to increase canopy cover to a sufficient level to meet the needs of the changing climate and manage the risks associated with this.
 - b) Reviewing the standard materials used in tree beds in order to deliver wider benefits for biodiversity and create corridors of planting for pollinators.

- c) Reviewing what proactive engagement happens with residents at the onset of planting of street trees to encourage greater community engagement, including highlighting how residents can support with tree watering and maintenance.
- 7) Agrees that the renewed focus on tree maintenance rather than just planting means that KPIs relating to trees / forestry in the Council ought to be revised to commit the Council to targets around not just planting trees but keeping trees alive for years after their initial planting, and that these should be covered as part of routine reports to Committee.
- 8) Further agrees that other targets relating to community engagement with tree planting and delivering wider benefits for biodiversity should be developed and included in routine reporting to Committee.
- 9) Notes that the update on the Million Tree City is overdue, requests that this comes to Committee as soon as is possible and includes consideration of all of the above, as well as ideas about what a more robust, routine reporting schedule for tree management might look like, for agreement by Committee.

- moved by Councillor Parker, seconded by Councillor Staniforth

In accordance with Standing Order 22(12), Amendments 1 and 2 were accepted as addendums to the Motion.

Decision

To approve the following adjusted Motion by Councillor Walker:

- 1) To approve the updated Trees in the City document containing tree management policies relating to how the Council maintained and managed trees in the city (Appendix 1 to the report by the Executive Director of Place).
- 2) To note the update provided in response to the motion on Trees which was approved on 13 December 2022.
- 3) To note that policies to protect trees during events had been incorporated into the revised policy document and updated Tree Protection plans for East and West Princes Street Gardens were included in Appendix 3 to the report.
- 4) To note that at 4.7 the report stated that “any remaining actions will be carried forward under the strategic direction of Edinburgh Million Tree City.”
- 5) To therefore request that the overdue Million Tree City annual update come to Committee at its February 2024 meeting, including an update on those outstanding actions.
- 6) To note the Ash Dieback Action Plan report received by committee in March 2023.
- 7) To agree that, once the Tree Management Policies had been agreed, the Million Tree City Annual Updates should become the main avenue for regular reporting on the state of trees in Edinburgh and that other regular reports on trees should be folded into that reporting with the exception of the Ash Dieback Action Plan updates.

- 8) To agree that this should include but not be limited to; updates on numbers of trees planted, and removed in the year, canopy cover and species diversity, and efforts to manage and maintain newly planted trees to ensure their survival.
- 9) To additionally, request officers work with colleagues in the flooding team to determine how the Management Policies could best be used to support flood mitigation efforts where projects were being undertaken, and report this back to committee via the Business Bulletin within three cycles.
- 10) To welcome the report and changes / additions to the tree management and protection policies, recognising that these demonstrated a renewed focus and commitment to trees across the city, in line with the Council's declaration of a nature emergency.
- 11) To note that a renewed Climate Adaptation strategy was due at Policy and Sustainability Committee and that trees would have a prominent role to play in this strategy, and therefore ought to be prioritised for investment.
- 12) To recognise that the update largely covered an operational approach to tree management but that there were still wider strategic aims which Committee might wish to strengthen in order to improve outcomes for trees in the city and deliver other co-benefits relating to this, including (but not limited to):
 - a) Understanding what additional resource would be required to replace trees which had died in recent years owing to inadequate aftercare, and to increase canopy cover to a sufficient level to meet the needs of the changing climate and manage the risks associated with this.
 - b) Reviewing the standard materials used in tree beds in order to deliver wider benefits for biodiversity and create corridors of planting for pollinators.
 - c) Reviewing what proactive engagement happened with residents at the onset of planting of street trees to encourage greater community engagement, including highlighting how residents can support with tree watering and maintenance.
- 13) To agree that the renewed focus on tree maintenance rather than just planting meant that KPIs relating to trees / forestry in the Council ought to be revised to commit the Council to targets around not just planting trees but keeping trees alive for years after their initial planting, and that these should be covered as part of routine reports to Committee.
- 14) To further agree that other targets relating to community engagement with tree planting and delivering wider benefits for biodiversity should be developed and included in routine reporting to Committee.

- 15) To note that the update on the Million Tree City was overdue, request that this comes to Committee as soon as is possible and include consideration of all of the above, as well as ideas about what a more robust, routine reporting schedule for tree management might look like, for agreement by Committee.

(References – Culture and Communities Committee of 13 December 2022 (item 15) and 11 May 2023 (item 8); report by the Executive Director of Place, submitted)

7. Use of Public Spaces for Events and Filming

Approval was sought for the Use of Public Spaces policy, supporting guidance documents and next steps for implementation of the policy.

Motion

- 1) To approve the Use of Public Spaces Policy (Appendix 1 to the report by the Executive Director of Place) and the supporting guidance documents (Appendices 3 and 4 of the report).
 - 2) To approve the next steps as outlined in Section 5 of the report.
- moved by Councillor Walker, seconded by Councillor Glasgow

Amendment 1

- 1) To approve the Use of Public Spaces Policy (Appendix 1 to the report by the Executive Director of Place) and the supporting guidance documents (Appendices 3 and 4 of the report).
 - 2) To approve the next steps as outlined in Section 5 of the report.
 - 3) Noting the impact that events and filming can have on residents and therefore the importance of this policies success, agrees for a full review of the policy within one calendar year of implementation.
 - 4) Requests that a new button is added to the Council’s main “Report It” page that directs comments through to the Public Spaces Inbox referenced in the report for public space events and filming complaints.
- moved by Councillor McFarlane, seconded by Councillor McNeese-Mechan

Amendment 2

- 1) To approve the Use of Public Spaces Policy (Appendix 1 to the report by the Executive Director of Place) and the supporting guidance documents (Appendices 3 and 4 of the report).
 - 2) To approve the next steps as outlined in Section 5 of the report.
 - 3) Notes on page 13 of the Guidance for Events Organisers that there is a process to follow if complaints are received.
 - 4) Agrees all complaints gathered through publicspaces@edinburgh.gov.uk will be collated and sent to the relevant service manager for their attention and included in the updates to the Festivals All Party Oversight Group.
- moved by Councillor Osler, seconded by Councillor Thornley

Amendment 3

Committee notes that

- 1) At the December 2022 meeting, it amended the list of principles as specified in the motion by Councillor Heap in their amendment, available at: [\(Public Pack\)Motions and Amendments Agenda Supplement for Culture and Communities Committee, 13/12/2022 10:00 \(edinburgh.gov.uk\)](#)
- 2) These amendments do not appear in the principles presented at today's meeting (5 October 2023)
- 3) This was the result of a minor administrative error in the production of the papers for this meeting
- 4) To approve the Use of Public Spaces Policy (Appendix 1 to the report by the Executive Director of Place) and the supporting guidance documents (Appendices 3 and 4 of the report) with the following amendments:
 - a) At principle 12, before "built", insert new sentence "Event organisers should be asked to demonstrate how they going to avoid, entirely where possible, or if not possible, minimise, damage to built and green areas"
 - b) In the section titled "Economic", insert "and social and community benefits" in title. At end of principle 6, insert a paragraph break and then a new sentence. "Organisers may be asked to provide some Community Benefits. These should be substantial and tangible for the local community and proportionate to the size of the event."
 - c) In principle 17, before "living" insert "real" and after "wage" insert "as defined by the Living Wage Foundation"
- 5) To approve the next steps as outlined in Section 5 of the report.

- moved by Councillor Heap, seconded by Councillor Staniforth

Amendment 4

- 1) To approve the Use of Public Spaces Policy (Appendix 1 to the report by the Executive Director of Place) and the supporting guidance documents (Appendices 3 and 4 of the report).
- 2) To approve the next steps as outlined in Section 5 of the report.
- 3) Agrees that the Council's 'Report It' website will have an additional link and 'Report It' function page added specifically in relation to events to allow for simple and immediate raising of any issues or disturbances with the Council. Further agrees that this link can be included on the page referenced in 5.1.3.

- moved by Councillor Mitchell, seconded by Councillor Mowat

In accordance with Standing Order 22(12), Amendment 1 was adjusted and accepted as an addendum to the Motion, Amendments 2, and 4 were accepted as addendums to the Motion and Amendment 3 was accepted as an amendment to the motion.

Decision

To approve the following adjusted Motion by Councillor Walker:

Committee notes that

- 1) To note that at the December 2022 meeting, it amended the list of principles as specified in the motion by Councillor Heap in their amendment, available at: [\(Public Pack\)Motions and Amendments Agenda Supplement for Culture and Communities Committee, 13/12/2022 10:00 \(edinburgh.gov.uk\)](#) .
- 2) To note that these amendments did not appear in the principles presented at today's meeting (5 October 2023).
- 3) To note that this was the result of a minor administrative error in the production of the papers for this meeting
- 4) To approve the Use of Public Spaces Policy (Appendix 1 to the report by the Executive Director of Place) and the supporting guidance documents (Appendices 3 and 4 of the report) with the following amendments:
 - a) At principle 12, before "built", insert new sentence "Event organisers should be asked to demonstrate how they going to avoid, entirely where possible, or if not possible, minimise, damage to built and green areas"
 - b) In the section titled "Economic", insert "and social and community benefits" in title. At end of principle 6, insert a paragraph break and then a new sentence. "Organisers may be asked to provide some Community Benefits. These should be substantial and tangible for the local community and proportionate to the size of the event."
 - c) In principle 17, before "living" insert "real" and after "wage" insert "as defined by the Living Wage Foundation"
- 5) To approve the next steps as outlined in Section 5 of the report.
- 6) To note the impact that events and filming could have on residents and therefore the importance of this policy's success, agrees for a full review of the policy within one calendar year of implementation.
- 7) To note on page 13 of the Guidance for Events Organisers that there was a process to follow if complaints were received.
- 8) To agree all complaints gathered through publicspaces@edinburgh.gov.uk would be collated and sent to the relevant service manager for their attention and included in the updates to the Festivals All Party Oversight Group.
- 9) To agree that the Council's 'Report It' website would have an additional link and 'Report It' function page added specifically in relation to events to allow for simple and immediate raising of any issues or disturbances with the Council. To further agree that this link can be included on the page referenced in 5.1.3 of the report.

(References – Culture and Communities Committee of 13 December 2022 (item 1): report by the Executive Director of Place, submitted).

8. Third Party Cultural Grants - Strategic Partnerships Funding Programme Review

An update was provided on the programme review of the third party cultural grants strategic partnerships together with recommendations for the next steps for grant funding from 1 April 2024 onwards.

Motion

- 1) To approve the continuation of the three-year in principle Strategic Partnerships Funding programme.
- 2) To approve the application process timeline.
- 3) To approve the introduction of a new funding programme strand, established from within the existing revenue grants fund, to provide resources to the city's creative community hubs (specifically to develop and own community-based projects in partnership with established city-based Council funded cultural organisations).
- 4) To approve an additional transition year, if required, to support applicant change management requirements, recognising that this would mean that the programme would therefore run for four years.
- 5) To note that a report would be presented on 29 February 2024 on the recommended Strategic Partnerships grants programme to commence on 1 April 2024.

- moved by Councillor Walker, seconded by Councillor Lezley Marion Cameron

Amendment

- 1) To approve the continuation of the three-year in principle Strategic Partnerships Funding programme.
- 2) To approve the application process timeline.
- 3) To approve the introduction of a new funding programme strand, established from within the existing revenue grants fund, to provide resources to the city's creative community hubs (specifically to develop and own community-based projects in partnership with established city-based Council funded cultural organisations).
- 4) To approve an additional transition year, if required, to support applicant change management requirements, recognising that this would mean that the programme would therefore run for four years.
- 5) To note that a report would be presented on 29 February 2024 on the recommended Strategic Partnerships grants programme to commence on 1 April 2024.
- 6) Noting that the budget allocation has been standstill for several years, requests officers produce a short report ahead of the forthcoming budget setting to outline what Edinburgh Councils Third Party Cultural Grants revenue budget would be if it had increased in-line with inflation.

- 7) This report should include a rough estimate of what impact such an increase would have on the scope and sustainability of the city's key cultural infrastructure and deliverability of the Councils Business Plan and Cultural Strategy.

- moved by Councillor McFarlane, seconded by Councillor McNeese-Mechan

In accordance with Standing Order 22(12), the amendment was accepted as an addendum to the motion.

Decision

To approve the following adjusted motion by Councillor Walker:

- 1) To approve the continuation of the three-year in principle Strategic Partnerships Funding programme.
- 2) To approve the application process timeline.
- 3) To approve the introduction of a new funding programme strand, established from within the existing revenue grants fund, to provide resources to the city's creative community hubs (specifically to develop and own community-based projects in partnership with established city-based Council funded cultural organisations).
- 4) To approve an additional transition year, if required, to support applicant change management requirements, recognising that this would mean that the programme would therefore run for four years.
- 5) To note that a report would be presented on 29 February 2024 on the recommended Strategic Partnerships grants programme to commence on 1 April 2024.
- 6) Noting that the budget allocation had been standstill for several years, to request officers produce a short report ahead of the forthcoming budget setting to outline what Edinburgh Councils Third Party Cultural Grants revenue budget would be if it had increased in-line with inflation.
- 7) To agree this report should include a rough estimate of what impact such an increase would have on the scope and sustainability of the city's key cultural infrastructure and deliverability of the Councils Business Plan and Cultural Strategy.

(Reference – report by the Executive Director of Place, submitted)

9. Bonfire Night

An update was provided on the planning for Bonfire Night 2023 together with an outline of plans for the development of a Community Safety and Anti-Social Behaviour Strategy for the city.

Motion

To note the update on current planning for Bonfire Night 2023 and on the development of a Community Safety and Anti-Social Strategy for the city.

- moved by Councillor Walker, seconded by Councillor Lezley Marion Cameron

Amendment

- 1) To note the update on current planning for Bonfire Night 2023 and on the development of a Community Safety and Anti-Social Strategy for the city.
- 2) Notes that Bonfire Night falls on Sunday the 5th and therefore we should expect activity throughout the duration of the weekend on the 3rd 4th and 5th of November.
- 3) Requests Officers engage with colleagues in Parks to put measures in place to ensure health and safety measures are in place for public parks. This should include a focus on restricting vehicle access and ensuring public safety on Calton Hill.
- 4) Notes thanks to Police Scotland, Scottish Fire and Rescue Service, LAYC and partners in addition to our own Council teams for their hard work and dedication to keeping people safe at this time of year.

- moved by Councillor McFarlane, seconded by Councillor Glasgow

In accordance with Standing Order 22(12), the amendment was accepted as an addendum to the motion.

Decision

To approve the following adjusted motion by Councillor Walker:

- 1) To note the update on current planning for Bonfire Night 2023 and on the development of a Community Safety and Anti-Social Strategy for the city.
- 2) To note that Bonfire Night fell on Sunday the 5th and therefore should expect activity throughout the duration of the weekend on the 3rd 4th and 5th of November.
- 3) To request Officers engage with colleagues in Parks to put measures in place to ensure health and safety measures were in place for public parks. This should include a focus on restricting vehicle access and ensuring public safety on Calton Hill.
- 4) To note thanks to Police Scotland, Scottish Fire and Rescue Service, LAYC and partners in addition to our own Council teams for their hard work and dedication to keeping people safe at this time of year.

(Reference –report by the Executive Director of Place, submitted)

10. WASPS – 2/3 West Park Place

In response to a motion by Councillor Heap, details were provided any sale of the property at 2/3 West Park Place by the City of Edinburgh Council and any support that could be provided to WASPS to keep their studio provision at West Park Place or within the Gorgie/Dalry area.

Decision

To note the report by the Executive Director of Place.

(Reference – report by the Executive Director of Place, submitted)

11. Culture and Communities Revenue Budget Monitoring 2023/24 - Month Three Position

Details were provided on the Culture and Communities Revenue Budget Monitoring 2023/24 - Month Three Position which forecast adverse outturn variances of £1.5m for the Culture and Wellbeing service and £0.050m for the Parks and Greenspaces service. Measures would continue to be progressed by Place Directorate to offset budget pressures and to fully deliver approved savings targets to achieve outturn expenditure and income in line with the approved revenue budget for 2023/24.

Decision

- 1) To note the forecast adverse outturn variances of £1.5m for the Culture and Wellbeing service and £0.050m for the Parks and Greenspaces service, based on the three-month revenue budget monitoring position.
- 2) To note Place Directorate was forecasting a pressure of £1.95m as at month three.
- 3) To note the need for all existing pressures, savings delivery shortfalls and risks to be fully and proactively managed within Directorates.
- 4) To note measures would continue to be progressed by Place Directorate to offset budget pressures and to fully deliver approved savings targets to achieve outturn expenditure and income in line with the approved budget for 2023/24.
- 5) To note the ongoing risks to the achievement of a balanced budget projection for services within the remit of the Culture and Communities Committee.
- 6) To note updates would continue to be provided to members of the Committee during the remainder of the year.

(Reference – report by the Executive Director of Place, submitted)

12. Community Centre Strategy Reporting

In response to a motion by Councillor Thornley, an update was provided on the approach being taken to progress community centre strategy reporting.

Decision

To note the update on the development of a community centre strategy for the city.

(References – Culture and Communities Committee of 7 March 2023 (item 12), 10 August 2023 (item 20); report by the Executive Director of Place, submitted.)

13. Edinburgh Cemetery Tour Registration Scheme – Update

Details were provided on the progress with implementation of changes to the Edinburgh Tour Guide Registration Scheme, specifically in relation to the fees applicable and further engagement with stakeholders with regard to the impact of the scheme.

Decision

- 1) To note the progress in implementing the revised scheme.

- 2) To note the proposal to carry out further engagement with stakeholders, with the outcome reported to Committee in early 2024.

(References – Culture and Communities Committee of 11 May 2023 (item 7): report by the Executive Director of Place, submitted)

Declaration of Interests

Councillors Faccenda and Staniforth declared a financial interest as Edinburgh Cemetery Tour Guides and left the meeting during consideration of the above item.

14. Sprint World Orienteering Championships – Budget Update

Details were provided on the Sprint World Orienteering Championships which Edinburgh were to host the July 2024 with an approved budget allocation of £200,000.

Further approval was sought to allocate an additional £50,000 to deliver the Championships due to significant inflationary increases in the budget, most notably in staffing costs.

Motion

To approve a further allocation of £50,000 towards the delivery of the Sprint World Orienteering Championships 2024 from the 2024/25 Events budget.

- moved by Councillor Walker, seconded by Councillor Faccenda

Amendment 1

- 1) To approve a further allocation of £50,000 towards the delivery of the Sprint World Orienteering Championships 2024 from the 2024/25 Events budget.
- 2) Agrees the further funding allocation to honour the Council's longstanding historic commitment to the organisers to deliver this event and noting that officers have advised this decision will have no adverse effect on planned events in 2024/25.
- 3) Requests that Council Officers work with Sprint to maximise the community engagement and legacy benefits of the event, keeping the Festivals and Events APOG up to date with developments and with a further report back to Culture and Communities Committee upon the events conclusion detailing how the extent and reach of such activity and what was undertaken.

- moved by Councillor McFarlane, seconded by Councillor McNeese-Mechan

Amendment 2

- 1) To approve a further allocation of £50,000 towards the delivery of the Sprint World Orienteering Championships 2024 from the 2024/25 Events budget.
- 2) Notes that it would have benefitted from more opportunities to engage with Edinburgh's involvement in the World Sprint Orienteering Championships as planning developed given concerns about overspend and value for money.
- 3) Expresses concern about whether the scale of the funding provided is justified, as it has received limited information on the case for the Council's financial commitment.

- 4) Regrets that delay to the decision on funding is likely not possible given the advanced nature of the preparations.

- moved by Councillor Heap, seconded by Councillor Staniforth

In accordance with Standing Order 22(12), Amendments 1 and 2 were accepted as addendums to the motion.

Decision

To approve the following adjusted motion by Councillor Walker:

- 1) To approve a further allocation of £50,000 towards the delivery of the Sprint World Orienteering Championships 2024 from the 2024/25 Events budget.
- 2) To agree the further funding allocation to honour the Council's longstanding historic commitment to the organisers to deliver this event and note that officers had advised this decision would have no adverse effect on planned events in 2024/25.
- 3) To request that Council Officers work with Sprint to maximise the community engagement and legacy benefits of the event, keeping the Festivals and Events APOG up to date with developments and with a further report back to Culture and Communities Committee upon the events conclusion detailing how the extent and reach of such activity and what was undertaken.
- 4) To note that it would have benefitted from more opportunities to engage with Edinburgh's involvement in the World Sprint Orienteering Championships as planning developed given concerns about overspend and value for money.
- 5) To express concern about whether the scale of the funding provided was justified, as it had received limited information on the case for the Council's financial commitment.
- 6) To regret that delay to the decision on funding was likely not possible given the advanced nature of the preparations.

(Reference –report by the Executive Director of Place, submitted)

15. Motion by Councillor Heap - Negotiations with Large Events Organisers (Free and reduced access tickets)

The following motion by Councillor Heap was submitted in terms of Standing Order 17:

“Committee notes:

- 1) The decision of the Culture and Communities Committee on 10 August 2023 to progress work on how the Council can increase the availability of free and reduced access tickets to cultural events for residents where the event is hosted on Council premises.
- 2) The additional discussion at the Culture and Communities Committee on 10 August 2023 regarding how to increase resident access to free and reduced tickets to cultural events where the Council has no or limited formal route to

request that event providers offer such tickets, such as, but not limited to, music events at Murrayfield Stadium.

- 3) That officers indicated that, even in the absence of such formal routes, it might nonetheless be possible to persuade such events providers to offer such tickets.

Committee therefore:

- 4) Requests that officers continue this work.
- 5) Officers include an update on this work at an appropriate juncture and an appropriate time, updating the Committee on all relevant aspects, including but not limited to:
 - a) Which events organisers and/or venues should be prioritised;
 - b) How tickets should be distributed.”

- moved by Councillor Heap, seconded by Councillor Staniforth.

Decision

To approve the motion by Councillor Heap:

16. Motion by Councillor Heap - Distribution of free tickets for Edinburgh’s Christmas and Hogmanay Events

The following motion by Councillor Heap was submitted in terms of Standing Order 17:

“Committee notes:

- 1) That the organisers of this year’s Edinburgh’s Christmas and Hogmanay events intend to provide free tickets to paid-for activities.
- 2) Community groups, including Sighthill, Broomhouse and Parkhead Community Council, have expressed concerns about how these were distributed last year, with concerns that tickets were distributed in an ad-hoc fashion to groups that had approached the organisers, with many groups not aware of the availability of free tickets, resulting in some missing out.
- 3) That the organisers have indicated that no major change to the method of distribution is being considered for this year.

Committee therefore:

- 4) Requests that officers meet with the organisers to work on a fairer system of advertising and distributing tickets, and report back on this work to one of Festivals and Events APOG meetings prior to December 2023, and place an update in a Culture and Communities Committee News Bulletin for a Committee meeting prior to December 2023.”

- moved by Councillor Heap, seconded by Councillor Staniforth

Decision

To approve the motion by Councillor Heap.

17. Motion by Councillor Osler - Use of Council Sport Facilities

The following motion by Councillor Osler was submitted in terms of Standing Order 17:

“Committee notes:

- 1) Motion by Cllr Osler on the Physical Activity and Sport Strategy (August 2022)
- 2) Response to the motion (December 2022) - ***That the new strategy and resulting action plan will focus on tackling inequality, with a specific theme expected to be included on improving inclusion and diversity and reducing health inequalities***
- 3) The Workshop on Physical Activity and Sport Strategy (11th August 2023) – priority 7 **Sport & Active Recreation for All**
- 4) That the City of Edinburgh Council, including notably through its Schools Estate, has a large number of sports facilities that are available to hire by the public.
- 5) That the management and booking of these sports facilities is managed by Edinburgh Leisure, and
- 6) That these sports facilities can contribute to the attainment of the aims and objectives referred to above.

Committee therefore:

- 7) Reinforces its commitments to tackling inequality, to improving inclusion, promoting diversity and to reducing health inequality, and
- 8) Asks for a report in three cycles, describing the use profile of those facilities by sports and leisure clubs and associations, including by location and weekday/weekend dates and timings.
- 9) Understands that the Physical Activity and Sport Strategy is still to be agreed and part of that will be engagement and consultation with sports and leisure clubs. So further agrees that as part of the consultation sports and leisure clubs will be consulted upon as to how far their organisation contribute to the attainment of the aims and objectives referred to above and that will be reported back to Committee as part of the Physical Activity and Sport Strategy report.”

- moved by Councillor Osler, seconded by Councillor Thornley.

Decision

To approve the motion by Councillor Osler.

18. Motion by Councillor Mitchell - Stockbridge Clocks

The following motion by Councillor Mitchell was submitted in terms of Standing Order 17:

“Committee:

- 1) Expresses regret that there are persisting issues with the (former) St Stephen’s Church clock and the Stockbridge clock operating.
- 2) Requests that officials investigate a solution to preventing the clocks stopping.

Therefore, Committee agrees that:

- 3) Should a solution be possible within existing budgets that this be actioned, and an update provided to Committee via the Business Bulletin within two cycles.
- 4) Should a solution not be possible within existing budgets that a report outlining options and associated costs will return to Committee within two cycles.”

- moved by Councillor Mitchell, seconded by Councillor Munro.

Decision

To approve the motion by Councillor Mitchell.

19. Motion by Councillor Osler - Events Budgeting

The following motion by Councillor Osler was submitted in terms of Standing Order 17:

“Committee notes:

- 1) The full Events budget (presently) is £356,200 per annum. This is nominally divided 50:50 between culture events and sports events.
- 2) A full summary of the proposed allocations for 2024/25 will be shared with Committee before the end of this financial year.

Committee understands;

That the allocation of funding is aligned to the Council's Event Strategy which was approved by Culture and Communities on 31st May 2016 and splits the funding into three tiers, Major International, National and Bespoke City Events.

Committee:

Instructs officers bring to Committee in two cycles a report outlining the criteria presently being used to determine funding proposals for the Events Budget, the extent to which they align to Council priorities and any changes they would recommend.”

Motion

To approve the motion by Councillor Osler.

- moved by Councillor Osler, seconded by Councillor Thornley

Amendment 1

Committee recognises:

- 1) That there is a Climate Emergency.
- 2) The climate and environmental impact of large events

To add to the motion by Councillor Osler follows:

- 3) Insert after “priorities”, including the Net Zero strategy and the Business Plans’ three aims: Create good places to live and work; End Poverty in Edinburgh and Become a Net Zero city,”
- 4) Committee therefore asks for an update from officers on:

- a) How funding decisions on large events are made, including the criteria and how this relates to the Council's wider strategic priorities outlined in the Business Plan, including specific consideration of how events contribute to the Council's actions to meet net zero by 2030.
- b) Whether what an appropriate balance between local, national and international events is considered, and how local communities are or can be involved in this process
- c) How the benefits for the city are assessed and presented for scrutiny, taking into account the new use of public spaces for filming and event policy, if passed.
- d) How Councillors are kept informed about large events that Council funding is being provided for, especially in cases where event costs are escalating.

- moved by Councillor Heap, seconded by Councillor Staniforth

Amendment 2

To add to the motion by Councillor Osler:

- 1) Recognises that the funding priorities and financial climate of the Council have substantially changed since the decision to proceed with the World Orienteering Championships alongside the cost of hosting such events due to inflationary pressure.
- 2) Therefore agrees that a review of the aims and values that guide allocation of funds from the Events Budget, in terms of what projects the Council decides to proceed with is required and should be undertaken alongside the work underway to create a Physical activity and sports strategy for the city. This could provide a way to ensure tangible community benefit to the city's sports clubs and communities.

- moved by Councillor McFarlane, seconded by Councillor Glasgow

In accordance with Standing Order 22(12), Amendments 1 and 2 were accepted as addendums to the Motion.

Decision

To approve the following adjusted motion by Councillor Osler.

- 1) To note the full Events budget (presently) was £356,200 per annum. This was nominally divided 50:50 between culture events and sports events.
- 2) To note a full summary of the proposed allocations for 2024/25 would be shared with Committee before the end of this financial year.
- 3) To understand that the allocation of funding was aligned to the Council's Event Strategy which was approved by Culture and Communities on 31st May 2016 and split the funding into three tiers, Major International, National and Bespoke City Events.

- 4) To instruct officers bring to Committee in two cycles a report outlining the criteria presently being used to determine funding proposals for the Events Budget, the extent to which they aligned to Council priorities including the Net Zero strategy and the Business Plans' three aims: Create good places to live and work; End Poverty in Edinburgh and Become a Net Zero city and any changes they would recommend.
- 5) To recognise that there was a Climate Emergency.
- 6) To recognise the climate and environmental impact of large events.
- 7) To therefore ask for an update from officers on:
 - a) How funding decisions on large events were made, including the criteria and how this related to the Council's wider strategic priorities outlined in the Business Plan, including specific consideration of how events contributed to the Council's actions to meet net zero by 2030.
 - b) Whether what an appropriate balance between local, national and international events was considered, and how local communities were or could be involved in this process
 - c) How the benefits for the city were assessed and presented for scrutiny, taking into account the new use of public spaces for filming and event policy, if passed.
 - d) How Councillors were kept informed about large events that Council funding was being provided for, especially in cases where event costs were escalating.
- 8) To recognise that the funding priorities and financial climate of the Council had substantially changed since the decision to proceed with the World Orienteering Championships alongside the cost of hosting such events due to inflationary pressure.
- 9) To therefore agree that a review of the aims and values that guided allocation of funds from the Events Budget, in terms of what projects the Council decided to proceed with was required and should be undertaken alongside the work underway to create a Physical activity and sports strategy for the city. This could provide a way to ensure tangible community benefit to the city's sports clubs and communities.

20. Emergency Motions by Councillors Walker and Mitchell – Creative Scotland Funding

The Convener ruled that the following item, notice of which had been given at the start of the meeting, be considered as a matter of urgency to allow the Committee to give early consideration to this matter.

The following motions by Councillor Walker and Mitchell were submitted in terms of Standing Order 17:

a) Motion submitted by Councillor Walker

“Committee:

Notes the Scottish Government has reimposed the cut of £6.6 m to Creative Scotland’s budget putting many of Edinburgh and Scotland’s creative industry partners at huge risk of survival.

Notes the significance and value of arts and cultural organisations to the residents, communities, and economy of Edinburgh; and

Notes the importance of access to, and participation in Edinburgh’s cultural offering by Edinburgh residents and community groups, and the detrimental impact such a funding cut will have in that regard.

Asks the Council Leader:

To write to the Cabinet Secretary, Edinburgh’s MSPs and MPs, to convey Council’s concern, and to enlist their support for this cut be reversed; and

To host an urgent summit which brings together representatives from the creative industry and cultural sector to discuss the impact this Scottish Government decision to cut funding will have upon the creative industry sector, and upon citizen and community access to, and participation in, the cultural offering of Edinburgh.”

b) Motion submitted by Councillor Mitchell

Committee:

- 1) Is alarmed by the Scottish Government’s last-minute decision to reimpose a budget reduction on Creative Scotland of £6.6m and the impact this may have on Edinburgh’s cultural industries as well as those across Scotland.
- 2) Is concerned that Creative Scotland is having to use more than a third of its National Lottery reserves.
- 3) Thanks the over 13,500 signatories of Campaign for the Arts’ petition.

Committee therefore agrees that:

- 4) The Convener will write to the Cabinet Secretary for Constitution, External Affairs and Culture to
 - a) express the Committee’s dismay at and opposition to the Scottish Government’s decision to reduce Creative Scotland’s budget by £6.6million,
 - b) insist he and the Scottish Government honour the commitment made in February 2023 to “uplift” Creative Scotland’s budget and urgently reinstate the £6.6m in full, and

- c) encourage him to commit to increasing, or at the very least maintaining, Creative Scotland funding from 2024/25.”

Motion

The following composite motion was proposed:

“Committee:

- 1) Is alarmed by the Scottish Government’s last-minute decision to reimpose a budget reduction on Creative Scotland of £6.6m and the negative impact and risks this may have on Edinburgh’s cultural industries as well as those across Scotland.
- 2) Is concerned that Creative Scotland is having to use more than a third of its National Lottery reserves.
- 3) Notes the importance of access to and participation in of culture for Edinburgh residents.
- 4) Thanks the over 14,000 signatories of Campaign for the Arts’ petition.

Committee therefore agrees that:

- 5) The Council Leader and the Convener of the Culture and Communities Committee will
 - a) write to the Cabinet Secretary for Constitution, External Affairs and Culture to:
 - (i) express the Committee’s dismay at and opposition to the Scottish Government’s decision to reduce Creative Scotland’s budget by £6.6million,
 - (ii) insist he and the Scottish Government honour the commitment made in February 2023 to “uplift” Creative Scotland’s budget and urgently reinstate the £6.6m in full, and
 - (iii) encourage him to commit to increasing, or at the very least maintaining, Creative Scotland funding from 2024/25,
 - b) write to Edinburgh’s MPs, and Edinburgh and Lothian region MSPs to convey the Council’s concern and enlist their support; and
 - c) will host an urgent summit which brings together representatives from the creative industry and cultural sector to discuss the impact this Scottish Government decision to cut funding will have upon the creative industry sector, and upon citizen and community access to, and participation in, the cultural offering of Edinburgh.”

- moved by Councillor Walker, seconded by Councillor Mitchell

Amendment

“Committee:

Understands that since 2018 the Scottish Government has provided Creative Scotland with £6.6m per year due to reductions in their income from the National Lottery, enabling them to build their reserves.

Thanks Creative Scotland’s Board for the confirmation they will use a portion of these reserves this year to ensure the impact will not be passed on to actors, audiences, and regularly funded organisations.

Regrets the news that the Scottish Government has been forced to review its spending commitments this year in the Autumn Budget Revisions due to the economic and financial carnage of Brexit and rising inflationary pressures.

However, notes that it is the view of this Committee that even within incredibly difficult financial contexts, the Arts should be a funding priority at UK, Scottish and Local Government levels, and that this reflects the value and importance of the Arts to the economy and wellbeing of the citizens of Edinburgh.

Understands that this is something that all councillors will have to consider when setting our budget next year.

Agrees that in his letter to the Cabinet Secretary, the Council Leader should confirm support for the Cabinet Secretary’s commitment to look to reinstate the funding in 2024-5 subject to Parliamentary procedures.”

- moved by Councillor Campbell seconded by Councillor McNeese-Mechan

In accordance with Standing Order 22(12), the amendment was adjusted and accepted as an addendum to the motion.

In accordance with Standing Order 22(12), the motion was adjusted and accepted as an addendum to the amendment.

Voting

The voting was as follows:

For the motion (as adjusted)	-	8 votes
For the amendment (as adjusted) -	-	3 votes

(For the motion (as adjusted): Councillors Faccenda, Mitchell, Munro Osler, Parker, Staniforth and Thornley.

For the amendment (as adjusted): Councillors Campbell, Graham and McNeese-Mechan.).

Decision

To approve the following adjusted motion by Councillor Walker:

- 1) To note that Committee was alarmed by the Scottish Government’s last-minute decision to reimpose a budget reduction on Creative Scotland of £6.6m and the negative impact and risks this might have on Edinburgh’s cultural industries as well as those across Scotland.

- 2) To note that Committee was concerned that Creative Scotland was having to use more than a third of its National Lottery reserves.
- 3) To note the importance of access to and participation in of culture for Edinburgh residents.
- 4) To thank the over 14,000 signatories of Campaign for the Arts' petition.
- 5) However, to note that it was the view of the Committee that even within incredibly difficult financial contexts, the Arts should be a funding priority at UK, Scottish and Local Government levels, and that this reflected the value and importance of the Arts to the economy and wellbeing of the citizens of Edinburgh.
- 6) To understand that this was something that all councillors would have to consider when setting the budget next year.
- 7) To agree the Council Leader and the Convener of the Culture and Communities Committee would:
 - a) write to the Cabinet Secretary for Constitution, External Affairs and Culture to:
 - (i) express the Committee's dismay at and opposition to the Scottish Government's decision to reduce Creative Scotland's budget by £6.6million;
 - (ii) insist he and the Scottish Government honour the commitment made in February 2023 to "uplift" Creative Scotland's budget and urgently reinstate the £6.6m in full: and
 - (iii) encourage him to commit to increasing, or at the very least maintaining, Creative Scotland funding from 2024/25,
 - b) write to Edinburgh's MPs, and Edinburgh and Lothian region MSPs to convey the Council's concern and enlist their support; and
 - c) host an urgent summit which brings together representatives from the creative industry and cultural sector to discuss the impact this Scottish Government decision to cut funding will have upon the creative industry sector, and upon citizen and community access to, and participation in, the cultural offering of Edinburgh.

Declaration of Interests

Councillor McFarlane declared a financial interest as he worked part-time for an MSP. and left the meeting during consideration of the above item.

Work Programme

Culture and Communities Committee 7 December 2023

29 February 2024

1.	Police Scotland – Edinburgh City Division Quarterly Update Scrutiny Report	Executive	Police Scotland	Committee Services	29 February 2024
2.	Fire and Rescue Annual Plan	Executive	Scottish Fire and Rescue Service	Committee Services	29 February 2024
3.	Charging for Events in the city	Executive	Claire Miller	Place	29 February 2024
4.	Playparks Investment (action from 07.03.2023 to report in a year on progress with investment in 2023/24 and planned for 2024/25)	Executive	Andy Williams	Place	29 February 2024
5.	Provision of Public Conveniences (requested by the Council on 28.09.2023)	Executive	Andy Williams	Place	29 February 2024
6.	Strategic Partnerships Grants Programme	Executive	Lindsay Robertson	Place	29 February 2024
7.	Grass Cutting Standards (as requested by Committee on 10.08.2023)	Executive	Andy Williams	Place	29 February 2024
8.	Response to motion by Councillor Osler – Bowling Greens	Routine	Andy Williams	Place	29 February 2024

9.	Parks and Openspace Investment Update (including action on hockey and skating facilities)	Routine	Andy Williams	Place	29 February 2024
10.	Capital Theatres – Annual Report	Routine	Lindsay Robertson	Place	29 February 2024
11.	Cemeteries – Donations from Tours (as requested by Committee on 11 May 2023)	Routine	Andrew Mitchell/Jane Matheson	Place	29 February 2024
12.	Signage for Buskers	Routine	Gavin Brown	Place	29 February 2024
13.	Response to motions by Councillor Heap – Gorgie Farm	Routine	Andrew Field	Place	29 February 2024
14.	Events Budgeting (action from Committee on 05.10.2023)	Routine	David Waddell	Place	29 February 2024
15.	20 Minute Neighbourhood Strategy Update	Business Bulletin	Daisy Narayanan	Place	29 February 2024 and then every six months thereafter
16.	International Visit Feedback on ERASMUS Project Meetings on FabConnectHER	Business Bulletin	David Waddell	Place	29 February 2024
17.	International Visit Feedback on European Festivals Association Congress	Business Bulletin	David Waddell	Place	29 February 2024
18.	Meadows Jawbone	Business Bulletin	Karl Chapman	Place	29 February 2024
19.	Overdose Awareness Day Update	Business Bulletin	Alison Coburn	Place	29 February 2024
20.	Stockbridge Clocks	Business Bulletin	Claire Miller	Place	29 February 2024

16 May 2024

21.	Community Centre Strategy (including action from the Council on 09.02.2023 on the motion by Councillor Nicolson on Non-Council run Community Spaces)	Executive	Andrew Field	Place	16 May 2024
22.	Festivals Scorecard (to include the action agreed by Committee on 07.03.2023 on the content of future scorecards and an update on the Fair Fringe and Fair Hospitality actions)	Executive	Claire Miller	Place	16 May 2024
23.	Edinburgh's Winter Festivals Annual Update	Executive	David Waddell	Place	16 May 2024
24.	Management Rules for Public Parks and Greenspace	Executive	Andy Williams	Place	16 May 2024
25.	Thriving Greenspaces Strategy	Executive	Andy Williams	Place	16 May 2024
26.	Edinburgh Leisure – Annual Report	Routine	Evelyn Kilmurry	Place	16 May 2024
27.	Million Tree City Annual Update 2023/24 (including an update on outstanding actions)	Routine	Andy Williams	Place	16 May 2024
28.	Edinburgh's Winter Festivals – Contact Management (action from Committee on 10.08.2023)	Routine	David Waddell	Place	16 May 2024
29.	Annual Update on Park Lighting	Routine	Andy Williams	Place	16 May 2024
30.	King's Theatre Redevelopment Update	Routine	Lindsay Robertson	Place	16 May 2024
31.	Use of Council Sports Facilities	Routine	Evelyn Kilmurry	Place	16 May 2024
32.	Pitches Strategy	Routine	Evelyn Kilmurry	Place	16 May 2024

33.	Tree Management and Flood Mitigation	Business Bulletin	Steven Cuthill	Place	16 May 2024
34.	Museums and Galleries Policy Update	Business Bulletin	Karl Chapman	Place	16 May 2024
35.	Physical Activity and Sport Strategy Update	Business Bulletin	Evelyn Kilmurry	Place	16 May 2024

Future Committees

36.	Options for Central Library (Action from 11.03.2018 Education, Children and Families Committee)	Executive	Evelyn Kilmurry	Place	By December 2024
37.	Use of Public Spaces for Events and Filming Annual Review	Executive	Claire Miller	Place	By December 2024
38.	Physical Activity and Sport Strategy	Executive	Evelyn Kilmurry	Place	By December 2024
39.	Libraries Vision	Executive	Evelyn Kilmurry	Place	By December 2024
40.	20 Minute Neighbourhood Strategy Update	Routine	Daisy Narayanan	Place	Summer 2025
41.	Edinburgh Museums and Galleries: Policy Update	Executive	Karl Chapman	Place	May 2026

Other Presentations

	Title / description	Anticipated Routine / Executive	Lead officer	Directorate	Expected date
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42.	Edinburgh Biodiversity Action Plan (Naturalisation in Parks and Greenspaces)	Presentation	Andy Williams	Place	Early 2024
43.	Fringe Society	Briefing	David Waddell	Place	Early 2024
44.	Dancebase	Presentation	Lindsay Robertson	Place	Mid-2024

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Rolling Actions Log

Culture and Communities Committee

7 December 2023

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	31.05.18 (Council)	Fair Fringe and Fair Hospitality Charter Guidelines	Calls for report on the Charter's efficacy to go to Culture and Communities Committee after August 2019.	Executive Director of Place Lead Officer David Waddell	16 May 2024		This will be included in the Summer Festivals report for Committee in May 2024. Previous update 11 May 2023 . Link to action 21 (a) in the Rolling Actions Log.
2	11.12.18 (Education, Children and Families Committee)	Petition for Consideration - Edinburgh Central Library vs Virgin Hotel	To request that the annual report on the Lifelong Learning Plan scheduled for October 2019, includes within it, options for the Central Library, drawing on past and current studies and feasibility exercises and a	Executive Director of Place Lead Officer Evelyn Kilmurry	December 2024		It would not be appropriate to incorporate options for the Central Library into the Lifelong Learning Plan. However, it is proposed to bring forward a report on



No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			clear vision for its role in the city's cultural landscape.				these options to Committee by the end of calendar year 2024
3	10.09.19	City Centre Hostile Vehicle Mitigation Measures Update Report	<p>1) To note that a further update report will be prepared following return to normal working conditions to outline the findings from the working group and to provide details of the anticipated cost and how it will be funded.</p> <p>2) To agree to update Committee on City Centre Hostile Vehicle Mitigation (HVM), and possibilities that HVM assets which were located in Edinburgh, may need to be reallocated in line with national policing priorities.</p>	<p>Executive Director of Place</p> <p>Lead Officer Claire Miller</p>	On-going		<p>An update on HVM is included in the Business Bulletin on 7 March 2023. The update highlights that longer term and more permanent protection will be considered alongside the introduction of a Transient Visitor Levy.</p> <p>An update on the Visitor Levy (Scotland) Bill was presented to the Council on 22 June 2023 and a further update is planned for Policy and Sustainability Committee later in August 2023.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
4	15.06.21	Lauriston Farm, Edinburgh – Proposed Lease	To agree that an update would be submitted to committee on the success of the lease holder to ensure Committee had oversight of the activity underway on the Urban farm, which formed part of the wider setting of Lauriston Castle.	Executive Director of Place Lead Officer Graeme McGartland	December 2023		Recommended for closure The lease has now been completed. It took longer than anticipated due to the more complex nature of an Agricultural Tenancy. This did not have any adverse impact on the tenant as they have accessed/occupied the site, by way of licence, to set up the farm and undertake early projects in terms of infrastructure and growing while the lease was finalised. The licence granted the tenant occupation at no charge. The rent of £8,000 now falls to be charged from 1 December 2023.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
5	14.09.21	Europe for Festivals, Festivals for Europe Seal for Festival Cities and Regions	To agree that the Executive Director for Place report to a future meeting of the committee on the benefits and achievements of Europe for Festivals, Festivals for Europe	Executive Director of Place Lead Officer David Waddell	7 December 2023		Recommended for closure This is included in the Business Bulletin for Committee on 07.12.2023. Formal signing took place in May 2022. A report on the benefits and achievements will be presented to Committee at the end of the first year.
6	16.11.21	Cemetery Strategy	To note the update on Craigmillar Castle Park Cemetery and the financial analysis set out in paragraph 6.1.2 of the report and note that a report would be prepared for Committee when the funding options had been investigated.	Executive Director of Place Lead Officer Andrew Mitchell	16 May 2024		Recommended for closure A report is included with the meeting papers for Committee on 07.12.2023.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
7	01.02.22	Cemetery Management Rules	To agree that officers would report back to committee one year from implementation detailing compliance, complaints, and any enforcement actions in relation to the new management rules.	Executive Director of Place Lead Officer Andrew Mitchell	7 December 2023		Recommended for closure An update on Cemetery Management Rules is provided in the Cemeteries Update for Committee on 07.12.2023.
8	26.04.22	Management Rules for Public Parks and Greenspace 2023-2033	<p>1) To agree that when the Council was developing management rules, to liaise with Legal Services to ensure clarity of regulations and that they complied with legislation and that signs reflecting the rules would be bespoke for individual parks.</p> <p>2) To agree to clarify which department or service was responsible for handling enforcement and complaints in the follow</p>	Executive Director of Place Lead Officer Andy Williams	16 May 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>up report which would be presented to Culture and Communities or a successor committee.</p> <p>3) To agree to work with Active Travel regarding cycle infrastructure and to consider ways to deal with issues such as abandoned cycles.</p> <p>4) To agree that there would be public engagement and an update provided on the issue of barbeques.</p> <p>5) To agree to give consideration to the use of bollards to deter illegal parking at Saughton Park and to provide an update to committee.</p> <p>6) To agree to provide an update to Members on</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>CCTV and security in parks.</p> <p>7) To agree to consider controls which would address noise and surface erosion associated with outdoor exercise classes.</p> <p>8) To agree to update Councillor Fullerton on the staffing at Saughton Park on 25.04.22.</p>				
	26.04.22	City Centre Street Hockey and Skating Facility	To improve facilities of existing parks, such as Burdiehouse Valley Park and to consider creating facilities in others.	<p>Executive Director of Place</p> <p>Lead Officer Andy Williams</p>	29 February 2024		Community consultation has recently been completed. The results of this will be reviewed and analysed and it is expected that an update on the potential to improve facilities in existing parks and to consider creating facilities in others will be included in a future Parks and

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							Openspace Investment Update for Committee.
10	16.08.22	Edinburgh Biodiversity Action Plan – Meadows and Bruntsfield Links	To request the Executive Director of Place to report in two cycles on the Edinburgh Biodiversity Action Plan focussing on the naturalisation of the Meadows and Bruntsfield Links and to invite the Friends of Meadows and Bruntsfield Links to make a presentation on the matter.	Executive Director of Place Lead Officer Andy Williams	Date to be confirmed by 31.12.2023		<p><u>Update December 2023</u></p> <p>It is hoped to have the date for this presentation confirmed by 31.12.2023, with the presentation taking place in early 2024.</p> <p>This forms part of the Council's approach to Living Landscapes. Officers will continue to engage with the Friends of the Meadows and Bruntsfield Links and will organise for them to be involved in discussions with Committee at the appropriate time.</p>
11	13.10.22	Terms and Conditions for Operating Events in Parks: West	Provide a briefing note to members concerning the nature of rockfall from the Castle and to liaise with	Executive Director of Place	On-going		Briefing note was circulated on 10.08.2023. Action to remain open as the issue is ongoing.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Princes Street Gardens and Ross Bandstand	Historic Environment Scotland about the impact of fireworks on rockfall and relay this information to members.	Lead Officer Gareth Barwell / Alison Coburn			
12	27.10.22 (Council)	Bridgend Farmhouse – Motion by Councillor Burgess	To invite Bridgend Farmhouse to give a presentation to Culture and Communities Committee on the work they do.	Executive Director of Place Lead Officer Alison Coburn	By December 2023		Recommended for closure This presentation took place on 20 November 2023.
13	13.12.22	Custom House – Recommendation for Development by the Scottish Historic Buildings Trust	To note that Scottish Historic Buildings Trust welcomes the advice and input offered from the Council’s Museums and Galleries Service to jointly develop the heritage element of the project and that a report will be brought back to Committee in six months to fully define this element and the long-term partnership arrangements and	Executive Director of Place Lead Officer Gillian Findlay	February or May 2024		<u>Update December 2023</u> A short update is provided in the Business Bulletin for this meeting. Previous updates: 05.10.2023 .

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			community engagement.				
14	13.12.22	Changes to Legislation on the Sale and Use of Fireworks in Scotland	To note that a further report would be submitted in Autumn 2023 providing a more detailed update on the legislative changes and implications for the City of Edinburgh Council.	Executive Director of Place Lead Officer Tom Veitch/Simon Porteous	On-going		Previous update: 05.10.2023 . A further update will be provided when the implementation plan for legislative changes is published.
15	13.12.22	Community Empowerment Update	1) Agree to receive a further report in one cycle on the detail of the community centre approach before giving approval to the Strategy	Executive Director of Place Lead Officer Andrew Field	March 2023	7 March 2023	Closed A report on the development of a new Community Centre Strategy was approved by Committee on 7 March 2023 and Appendix 1 included the briefing note requested in action 4.
			2) Agree that management committees must be consulted as part of	Executive Director of Place	16 May 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			this approach and their feedback included in the report	Lead Officer Andrew Field			
16	13.12.22	Response to Motion by Councillor Osler - Trees	1) To agree that an update be brought to Committee in two cycles on the progress and delivery of the approach set out in paragraphs 4.9 to 4.19 for tree management and maintenance and the approach set out in paragraphs 4.21 to 4.25 for engaging with residents and businesses and any future actions to be explored.	Executive Director of Place Lead Officer Steven Cuthill	16 May 2024		Policies 48 and 49 in the Trees in the City Policies highlight the support that the Council will provide to residents and maintaining newly planted trees. A further update will be included in the annual Edinburgh Million Tree City update for Committee on 16 May 2024.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			2) To recognise that an understanding of tree mortality rates was important to be able to identify problems with trees in the city and to identify solutions to those problems.	Executive Director of Place Lead Officer Steven Cuthill	16 May 2024		This will be incorporated into the annual update on Edinburgh Million Tree City on 16 May 2024.
			3) To request a briefing note with further detail from officers about how this could be recorded in the future, what additional resources would be required for this (if any) and details of a proposed process for reporting against tree mortality in the city on a regular basis to ensure that this issue remained high on the Council's agenda.	Executive Director of Place Lead Officer Steven Cuthill	16 May 2024		This will be incorporated into the annual update on Edinburgh Million Tree City on 16 May 2024.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
17	15.12.22 (Council)	Eurovision 2023 Bid – Motion by Councillor Biagi	Agree that officers should bring a scoping paper to the Culture and Communities Committee in three cycles which seeks to use the experience from other cities and sets out options on the necessary stakeholder engagement and possible funding models for delivering the kind of new arena which would be required to deliver major events.	Executive Director of Place Lead officer: David Cooper	On-going		Previous updates: 10.08.2023; 05.10.2023
18	09.02.23 (Council)	Motion by Councillor Nicolson – Non-Council Run Community Spaces	1) Council agrees: <ul style="list-style-type: none"> To commission the previously requested report within one cycle identifying what can be offered in the way of strategic and financial support 	Executive Director of Place Lead officer: Andrew Field	16 May 2024		An update on this is included in the Community Centre Strategy report which is being considered by Committee on 7 March 2023. The report proposes to progress these actions through the development of a new Community Centre Strategy.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>for such organisations.</p> <ul style="list-style-type: none"> This report should come to the Culture and Communities Committee and include details regarding the process which must be undertaken when financial support is agreed and what requirements to secure it are placed upon management committee. 				
19	16.03.23 (Council)	Motion by Councillor Heap – Gorgie Farm (Arrangements for the Care of Animals)	<p>Requests that officers report back:</p> <p>a) via a member briefing on what has or can be done to provide financial support to</p>	<p>Executive Director of Place</p> <p>Lead officer: Andrew Field</p>	29 February 2024		An update is included in the Business Bulletin on 07.12.2023. A report is expected to be prepared for Committee on 29.02.2024.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>staff and volunteers looking after animals at their own expense and the possible role in the Partnership Steering Group and EVOC in facilitating this.</p> <p>b) via member briefings on the progress of the Partnership Steering Group chaired by EVOC.</p>				<p>Previous update: 10.08.2023</p>
			<p>c) via a report to Culture and Communities Committee information on spend so far from the £150,000 support fund approved by the Education, Children and Families Committee on 31 January 2023 and a plan for the remaining budget.</p>				<p>An update is included in the Business Bulletin on 07.12.2023. A report is expected to be prepared for Committee on 29.02.2024.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
20	04.05.23 (Council)	Motion by Councillor Flannery - Bridgend Farm Reserve Funding	<p>1) To ask for a briefing note to be circulated to members of Culture & Communities committee to provide details of any other Edinburgh organisations on the 'reserve list' for funding, and therefore at similar risk.</p> <p>2) To ask the Convener of Culture & Communities to meet with officers and Bridgend Farmhouse to explore what the Council can do to support Bridgend Farmhouse, timeously.</p>	Executive Director of Place	By end December 2023		<p>Recommended for closure</p> <p>This briefing note will be circulated in advance of Committee on 07.12.2023.</p> <p>Following exploration of what the Council could do to support Bridgend Farm, funding was agreed for Bridgend Farm and an update on this was provided to Committee on 10.08.2023</p>
21(a)	11.05.23	Business Bulletin Fringe Society	To agree the fringe society would be invited to a briefing session with members.	Executive Director of Place	Date to be confirmed by 31.12.2023		It is hoped to confirm the date for this briefing by 31.12.2023, with the briefing taking place early 2024.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
				Lead officer: David Waddell			This links to action 1 of the Rolling Action Log.
21(b)		Fundraising Plan for Community Led Heritage Groups	Officers to provide further details to members regarding what engagement has been undertaken regarding raising awareness of the fundraising plan to support and bring together community led heritage groups in Edinburgh.	Executive Director of Place Lead officer: Henry Sullivan	By December 2023		Recommended for closure A briefing note was circulated on 21.11.2023.
22	11.05.23	Third Party Cultural Grants Funding 2023-24	<ol style="list-style-type: none"> 1) Briefing note to be circulated to members providing more information on targeted methods in place to develop fair work practices for artists employees and volunteers. 2) To request a presentation from one of the creative community hubs on 	Executive Director of Place Lead Officer: Lindsay Robertson Lindsay Robertson	29 February 2024 Date to be confirmed		It is hoped that a date for this presentation will be

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>how the funding was being utilised.</p> <p>3) Briefing note to be circulated to all councillors on how resources are being shared across the city.</p> <p>4) Officers to share video link with members.</p> <p>5) Officers to invite Dancebase to make a presentation to a future meeting.</p>	<p>Lindsay Robertson</p> <p>Lindsay Robertson</p> <p>Lindsay Robertson</p>	<p>by 31.12.2023</p> <p>29 February 2024</p> <p>29 February 2024</p> <p>May/June 2024</p>		<p>agreed before the end of this calendar year.</p> <p>It is hoped to arrange this presentation for mid-2024.</p>
23	11.05.23	Edinburgh Cemetery Tour Registration Scheme - Update	Further engagement with tour guide representatives to explore improvements to compliance with the donation scheme to be reported back to the Culture and Communities	<p>Executive Director of Place</p> <p>Lead officer: Andrew Mitchell</p>	29 February 2024		An update report was included in the meeting papers for Committee on 05.10.2023 .

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			Committee by the end of the year.				
24	11.05.23	<u>Response to Motion by Councillor Osler – Tree Protection in East and West Princes Street Gardens</u>	<p>1) A revised briefing note with full details to be circulated amongst committee and appended to the Business Bulletin for the next meeting, which should include:</p> <p>i) a copy of minutes and action points captured from the various site meetings held throughout October, November and December 2022, and full, specific details of which breaches were / were not addressed and why</p>	Lead officer: David Waddell	February 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>ii) a copy of the holding statement from Unique Assembly in November 2022 which details their promise to bring forward a complete Tree Protection Management Plan, confirmation of the date when this holding statement was published, confirmation of when the complete Tree Protection Management Plan was received by the Council, and a copy of this plan.</p> <p>iii) full details of planning</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>enforcement action, including when notification of breaches of tree protection zones were first reported and then investigated.</p> <p>2) Officers to explore options to resource on-site supervision during the installation, operation and removal from site during Edinburgh's Christmas 2023, with a proposal for what resourcing requirements will be needed to brought to the relevant committee for decision as soon as possible.</p> <p>3) The Convener to write to Unique Assembly outlining the committee's position on</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			the importance of tree protection, inviting them to address committee and discuss how the Council's requirements for tree protection can align with their corporate social responsibilities.				
25	11.05.23	Response to motion by Councillor Thornley – Parks and Greenspace Investment following 2023 Council Budget	<ol style="list-style-type: none"> 1) Briefing note to be provided with regard to accessibility, barriers and how and what money is being used for/on. 2) Committee to receive an update in the Business Bulletin on the four priorities set out in 4.3 in six months' time. 	<p>Executive Director of Place</p> <p>Lead officer: Andy Williams</p>	<p>29 February 2024</p> <p>7 December 2023</p>		<p>Action 1 will be addressed in the report to Committee in February 2024.</p> <p>Recommended for closure</p> <p>This information is included in a Business Bulletin update on 07.12.2023.</p>
26	11.05.23	Lawn Tennis Association	<ol style="list-style-type: none"> 1) A review after implementation to be 	Executive Director of	By June 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Investment in Parks Tennis Courts	<p>undertaken within a calendar year to consider any possible non-intended barriers to use.</p> <p>2) To request that officers arrange for, subject to a consideration of feasibility, the siting of tennis ball recycling bins at Council-run tennis courts and the collection of balls from them, including the four noted in the report, with an update on progress made via the Business Bulletin.</p>	<p>Place</p> <p>Lead officer: Graham Croucher</p> <p>Lead officer: Andy Williams</p>	7 December 2023		<p>Action 2 - Recommended for closure</p> <p>A Business Bulletin update is included in the papers for Committee on 07.12.2023</p>
27	11.05.23	Edinburgh Museums and Galleries: Policy Renewals 2023-2026	1) To note that the next updates to the Museums and Galleries: Collections Development Policy 2023-2026 and the	Executive Director of Place	May 2026		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>Museums and Galleries: Temporary Exhibitions Policy 2023-2026 would be submitted to the appropriate Executive Committee in 2026.</p> <p>2) To request a report within three cycles on how the Edinburgh Museums and Galleries collections could reflect the Scotland's Museum and Galleries Strategy's focus on wellbeing, the climate crisis and decolonisation, the report to include a section on whether an audit of the collections for links to slavery, colonialism</p>	Lead officer: Karl Chapman	7 December 2023		<p><u>Recommended for Closure</u></p> <p>Report on Museums and Galleries Policies Update included on the agenda on 07.12.2023</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>and racism could be undertaken.</p> <p>3) To agree to a report in three cycles to Committee updating members on the work of the Decolonisation Working Group, including progress made to date in repatriating looted or unethically acquired items from Edinburgh's collections and ways in which the Council may seek to be proactive as well as reactive in repatriating these items and remains.</p>		7 December 2023		<p><u>Recommended for Closure</u></p> <p>Report on Museums and Galleries Policies Update included on the agenda on 07.12.2023</p>
28	01.06.23 (Council)	<u>Motion by Councillor McFarlane – International</u>	1) The Council Leader to work with COSLA leaders to ask that Scottish Government	Council Leader	On-going		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
		Overdose Awareness Day	<p>establish a national memorial.</p> <p>2) A report to the Culture and Communities Committee in two cycles on how the Council can establish a policy and process for formal memorials or places of remembrance. A memorial for those who have lost their lives through an overdose being the first to be considered under this policy.</p>	<p>Executive Director of Place</p> <p>Lead officer: Karl Chapman</p>	August 2024		<p>A report on proposals to develop a policy on Monuments and Commemorations was approved by Committee on 10.08.2023. The final policy is expected to be presented to Policy and Sustainability Committee in August 2024.</p> <p>In advance of this, it is hoped to provide an update for Committee in February 2024 on plans for an event in August 2024 to mark overdose awareness day.</p>
29	01.06.23 (Council)	Motion by Councillor Osler – Bowling Greens	1) A report will go to Culture and Communities within two cycles looking into what uses could be provided at these venues	Executive Director of Place	29 February 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>including them remaining as Bowling Greens with publicly accessible toilet provision, rest points and water access.</p> <p>2) In addition, the report should consider community projects to repurpose the bowling greens into community growing areas.</p> <p>3) Briefing note requested on other council owned bowling greens at risk of potential closure.</p>	Lead officer: Andy Williams			
30	08.06.23	NHS Lothian Director of Public Health Annual Report 2022 – Report by Consultant in Public Health, NHS Lothian	Briefing on Sexual Health Services to be issued in late summer to members.	Consultant in Public Health, NHS Lothian: Flora Ogilvie flora.ogilvie@nhslothian.scot.nhs.uk	December 2023		<p>Recommended for Closure</p> <p>Sexual Health and Blood Borne Viruses annual report circulated to members on 15.11.23.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
31	10.08.23	<u>Response to Motion by Councillor Heap - Concessionary Tickets Schemes for Cultural Events</u>	<p>1) To agree to a further update to Committee within one year on any progress made on paragraph 4) (Paragraph 4 - To agree to further exploration of box office-related local benefit options via Council hosted and/or owned events and activities going forward).</p> <p>2) To agree that officers produce and advertise a webpage which signposted to sources of free and reduced cost access to cultural events in the city and to agree to report back to the Committee should this not prove possible</p>	Executive Director of Place Lead officer: Lindsay Robertson	August 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
32	10.08.23	<u>Response to Motion by Councillor Campbell - Lifelong Learning Review</u>	<p>1) To note that the report stated at 5.1: "detailed transition plans have been developed and are being implemented to ensure effective handover of responsibilities". Therefore, to agree that the transition plans should be shared with the committee, all elected members and management committees detailing how continuity could be maintained for existing services and groups ensuring that there were no gaps in service.</p> <p>2) To request a further update, by way of a briefing note circulated to all councillors, detailing to which</p>	<p>Executive Director of Place</p> <p>Lead officers: Andrew Field Linda Lees</p>	31 October 2023		This action will be updated in advance of Committee on 29 February 2024.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			executive committees each of the new service areas (listed at 4.3) reported, and a named lead officer for each				
33	10.08.23	Edinburgh's Winter Festivals – Update on Procurement	To request a report prior to commencement of the Prime Contractor procurement (or within one cycle thereafter), on mechanisms managing persistent and/or serious non-performance against KPIs, to include development of a remedial plan at the time, supported by termination rights if not duly delivered and available resources	Executive Director of Place Lead officer: David Waddell	16 May 2024		
34	10.08.23	Parks and Openspace Investment Update	1) To note the update on the Parks and Openspace investment programme and that the next update would be presented to Committee on 29 February 2024,	Executive Director of Place Lead officer: Andy Williams	29 February 2024		Action 1 - An update is included in the Business Bulletin on 7 December 2023

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>with an update on the additional investment for 2023/24 to be included in the Business Bulletin for Committee on 7 December 2023</p> <p>2) To request a briefing note be circulated to committee members detailing the countryside improvement projects referenced at 5.3 in the report by the Executive Director of Place and how they fitted in with the Thriving Greenspace and Biodiversity strategies.</p> <p>3) To note the update at 4.4 in the report regarding the Water of Leith pathway and request a further update in the business bulletin</p>		29 February 2024		
					29 February 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			detailing the current accessibility of the Water of Leith pathway, and what necessary work remained outstanding.				
35	10.08.23	Motion by Councillor Parker - Grass Cutting Standards	<p>1) To request a report to Culture and Communities Committee in 3 cycles to:</p> <p>a) update Committee on the progress of the Living Landscapes initiative against the strategic objectives, measures of success and work programme outlined in the report to Transport and Environment Committee in June 2014 which decided</p>	<p>Executive Director of Place</p> <p>Lead officer: Andy Williams</p>	29 February 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>to adopt the initiative.</p> <p>b) explore how the Council could expand the number of Living Landscape areas across the city (including across variable environments, not just in naturalised grassland areas);</p> <p>c) explore how the Council could review grass cutting standards across its estate, looking at recategorizing areas to be kept to different maintenance standards – for example, designating recreation areas which had a more</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>intense grass cutting schedule vs “wilder” areas such as greenways / road verges which had a more relaxed cutting regime.</p> <p>2) To agree that this report would also include consideration of necessary workforce changes and budgetary implications to deliver this, a timeline for implementation and details about how this work could tie in with other Council work / strategies such as the Nature Network, Biodiversity Action Plan, Thriving Greenspace Strategy, 2030 Climate Strategy and Edinburgh Adapts plan.</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
36	10.08.23	By Councillor Caldwell - Montgomery Street Park Helter Skelter	<p>1) The Culture and Communities Convener liaise with Officers and the Friends of Montgomery Street Park to explore and identify funding options for the assessment, which will need to be paid for whether the Helter Skelter is able to be rescued or not after said assessment.</p> <p>2) The Convener reports back regarding funding to the Culture and Communities Business Bulletin in one cycle.”</p>	<p>Executive Director of Place/Convener</p> <p>Lead officer: Andy Williams</p>	29 February 2024		An update is included in the Business Bulletin on 5 October 2023
37	31.08.23 (Council)	Gorgie Farm Update – Motion by Councillor Heap	<p>1) To request an urgent briefing of ward councillors, group leaders and Culture and Communities Committee members on the following:</p>	<p>Executive Director of Place</p> <p>Lead officer: Andrew Field</p>	By end October 2023		<p>Recommended for closure</p> <p>EVOC hosted a briefing for Councillors on site in October 2023.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<ul style="list-style-type: none"> a) Details of any maintenance of the farm site done since the commencement of the project b) How the Project's Steering Group was formed c) The work of the Steering Group d) Engagement with the local community e) How a new model for the farm is being developed f) When and how the Steering Group intends to recommend a way forward for the farm 				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>g) When the Farm is likely to re-open to the public</p> <p>h) How Council funding has been spent</p> <p>2) To request a report to the Culture and Communities Committee in two cycles setting out progress on points a)-h) above, any other matters raised from the briefing of elected members and the likely timeline for the reopening of Gorgie Farm.</p>		29 February 2024		An update is included in the Business Bulletin for Committee on 07.12.2023
38	28.09.23 (Council)	By Councillor Jones – More Public Toilets for Portobello	1) A note to be included in the Business Bulletin for December committee on the cost of providing temporary washing facilities within the	Executive Direct of Place	December 2023		An update will be provided on these actions as soon as possible.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			vicinity of the promenade. 2) A report to be submitted to committee within two cycles on the current condition of the two permanent toilet facilities in the Portobello/ Craigmillar ward, at Bath Street and Pipe Lane and on the feasibility and cost of building new public toilet and shower facilities located in a central position on the promenade or close to the beach	Lead officer: Andy Williams	February 2024		
39	05.10.23	<u>Amplification of Sound in Public Places</u>	1) To therefore agree to a further report in two cycles to the Culture and Communities Committee outlining a formalised approach to busking signage with set locations, time of	Executive Director of Place Lead officer: Ian Buchanan	29 February 2023		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>year for deployment and identifying resource to support a standardised annual approach to their implementation.</p> <p>This report should further outline options for how the Council could consider the more active management of on-street activities referenced in the report. These options should explore direct proposals with costings in advance of the following years budget setting proposals for Groups.</p> <p>2) To request a report for the December meeting of the Culture and Communities Committee detailing:</p>	Executive Director of Place	7 December 2023		<p><u>Recommended for Closure</u></p> <p>Report on the agenda for Committee on 07.12.2023</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>a) The evidence threshold for lodging a bylaw application;</p> <p>b) How it was determined that this had not been met;</p> <p>c) The feasibility of working with the artist community to identify public spaces in the city centre which could be promoted as good places to busk with good practices agreed by all stakeholders; and</p> <p>d) The outcome of the discussions with the Scottish Government.</p>	Lead officer: Ian Buchanan			
40	05.10.22	Trees in the City – Tree Management Policies	1) To request that the overdue Million Tree City annual update come to Committee at its February 2024 meeting, including an	Executive Director of Place Lead officer: Steven Cuthill	24 February 2024		<p>Recommended for closure</p> <p>The overdue annual update on Million Tree City is included on the</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>update on those outstanding actions.</p> <p>2) To additionally, request officers work with colleagues in the flooding team to determine how the Management Policies could best be used to support flood mitigation efforts where projects were being undertaken, and report this back to committee via the Business Bulletin within three cycles.</p> <p>3) To note that the update on the Million Tree City was overdue, request that this comes to Committee as soon as is possible and include consideration of all of the above, as well as ideas about what a more robust, routine</p>	<p>Executive Director of Place</p> <p>Lead officer: Steven Cuthill</p>	16 May 2024		<p>agenda for Committee on 07.12.2023</p>
			<p>3) To note that the update on the Million Tree City was overdue, request that this comes to Committee as soon as is possible and include consideration of all of the above, as well as ideas about what a more robust, routine</p>	<p>Executive Director of Place</p> <p>Lead officer: Steven Cuthill</p>	7 December 2023		<p>Recommended for closure</p> <p>The overdue annual update on Million Tree City is included on the agenda for Committee on 07.12.2023</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			reporting schedule for tree management might look like, for agreement by Committee.				
41	05.10.23	Third Party Cultural Grants - Strategic Partnerships Funding Programme Review	<p>1) Noting that the budget allocation had been standstill for several years, to request officers produce a short report ahead of the forthcoming budget setting to outline what Edinburgh Councils Third Party Cultural Grants revenue budget would be if it had increased in-line with inflation.</p> <p>2) To agree this report should include a rough estimate of what impact such an increase would have on the scope and sustainability of the city's key cultural infrastructure and</p>	<p>Executive Director of Place</p> <p>Lead officer: Lindsay Robertson</p>	February 2024		<p>Recommended for closure</p> <p>This report is included on the agenda for Committee on 07.12.2023</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			deliverability of the Councils Business Plan and Cultural Strategy.				
42	05.10.23	Motion by Councillor Heap - Negotiations with Large Events Organisers (Free and reduced access tickets)	<p>Officers include an update on this work at an appropriate juncture and an appropriate time, updating the Committee on all relevant aspects, including but not limited to:</p> <p>a) Which events organisers and/or venues should be prioritised;</p> <p>b) How tickets should be distributed</p>	<p>Executive Director of Place</p> <p>Lead officer: Lindsay Robertson</p>	On-going		
43	05.10.23	Motion by Councillor Heap - Distribution of free tickets for Edinburgh's Christmas and Hogmanay Events	To request that officers meet with the organisers to work on a fairer system of advertising and distributing tickets, and report back on this work to one of Festivals and Events APOG meetings prior to December 2023,	<p>Executive Director of Place</p> <p>Lead officer: David Waddell</p>	7 December 2023		<p>Recommended for closure</p> <p>An update was provided to the Festivals and Events APOG and is incorporated into the Business Bulletin for</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			and place an update in a Culture and Communities Committee News Bulletin for a Committee meeting prior to December 2023				Committee on 07.12.2023
44	05.10.23	Motion by Councillor Osler - Use of Council Sport Facilities	<p>1) To ask for a report in three cycles, describing the use profile of those facilities by sports and leisure clubs and associations, including by location and weekday/weekend dates and timings.</p> <p>2) To understand that the Physical Activity and Sport Strategy is still to be agreed and part of that will be engagement and consultation with sports and leisure clubs. So further agrees that as part of the consultation sports and leisure clubs will be consulted upon as to</p>	<p>Executive Director of Place</p> <p>Lead officer: Evelyn Kilmurry</p>	16 May 2024		
				<p>Executive Director of Place</p> <p>Lead officer: Evelyn Kilmurry</p>	December 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			how far their organisation contribute to the attainment of the aims and objectives referred to above and that will be reported back to Committee as part of the Physical Activity and Sport Strategy report				
45	05.10.23	Motion by Councillor Mitchell - Stockbridge Clocks	<ol style="list-style-type: none"> 1) To express regret that there are persisting issues with the (former) St Stephen's Church clock and the Stockbridge clock operating. 2) To request that officials investigate a solution to preventing the clocks stopping. 3) To therefore, agree that: 	<p>Executive Director of Place</p> <p>Lead officer: Claire Miller</p>	29 February 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>a) Should a solution be possible within existing budgets that this be actioned, and an update provided to Committee via the Business Bulletin within two cycles.</p> <p>b) Should a solution not be possible within existing budgets that a report outlining options and associated costs will return to Committee within two cycles</p>				
46	05.10.23	Motion by Councillor Osler - Events Budgeting	1) To instruct officers bring to Committee in two cycles a report outlining the criteria presently being used to determine funding proposals for the Events Budget, the extent to which they aligned to Council	Executive Director of Place Lead officer: David Waddell	29 February 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>priorities including the Net Zero strategy and the Business Plans's three aims: Create good places to live and work; End Poverty in Edinburgh and Become a Net Zero city and any changes they would recommend</p> <p>2) To therefore ask for an update from officers on:</p> <p>a) How funding decisions on large events were made, including the criteria and how this related to the Council's wider strategic priorities outlined in the Business Plan, including specific consideration of how</p>	Executive Director of Place	21 November 2023		<p>Recommended for closure</p> <p>This update was provided at the Festivals and Events APOG on 21 November 2023.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>events contributed to the Council’s actions to meet net zero by 2030.</p> <p>b) Whether what an appropriate balance between local, national and international events was considered, and how local communities were or could be involved in this process</p> <p>c) How the benefits for the city were assessed and presented for scrutiny, taking into account the new use of public spaces for filming and event policy, if passed.</p> <p>d) How Councillors were kept informed about large events that</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			Council funding was being provided for, especially in cases where event costs were escalating				

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Latest News

Culture and Communities Committee
10.00am, Thursday 7 December 2023



Gorgie Farm Site Update (Wards Affected – 7, Sighthill/Gorgie)

Following the closure of the Gorgie Farm site in spring due to the collapse of the *Love Gorgie* organisation, EVOC were engaged in this interim period to both maintain and explore options for the site.

A steering group was established in May 2023. This meets monthly and initial works have focussed on assessing the site and the immediate health and safety issues, establishing contact with former volunteers and service users, supporting those who re homed small animals following site closure, and establishing a small gardening group made up of former volunteers.

The steering group is now beginning to explore options for the future of the site.

Integral to this process is engagement both with local stakeholders and with the local community. EVOC have been able to bring in external resources to support this and initial stakeholder discussions have taken place. The next step will be a wider community consultation led by EVOC and partners. A subgroup of the steering group has been formed to lead this.

This will take the form of two phased engagement periods.

- October to November 2023 – Discover and Define- This will focus on people's aspirations, ideas and visions for the site. It will be based on experiences and will take the form of guided walks on site, cuppa conversations, discovery sessions and questionnaires, plus school visits.
- December 2023- January 2024 – A process of deliberation and collaboration will take place involving the sharing of findings, and an exploration of what is feasible and viable. This will result in the development of a final report and blueprint for the site.

An update report will be prepared for the February meeting of the Culture and Communities Committee.

Customs House Update (Wards Affected – 13, Leith)

At its meeting in December 2022, Committee [agreed](#) that the preferred development option for the Custom House was to become a mixed-use community, creative and engagement hub enabling the accessible display of heritage artefacts relating to the history of Leith will be progressed. Due to the extended leave and subsequent departure of the Trust's Director, these discussions have been extended. Officers have met with the Chair and a Board Member in November to revisit the space requirement and design solution for the heritage element of the building, with opportunities identified for working with the Museums and Galleries new hub and spoke delivery model.

Blackhall Library – RAAC Update (Wards Affected – 1, Almond)

Investigations to date have confirmed that the roof structure of the whole building contains RAAC. While the detailed assessment of the condition of each RAAC plank is ongoing, many of the panels already assessed are in poor condition. In a large section of the building the ceilings and services require to be removed in order that the detailed assessment of each plank can be completed. This is likely to require removal of the library stock.

The poor condition of the RAAC inspected to date, and the level of propping which has been required to be put in place, means that the building will not be able to reopen until the RAAC which is in poor condition has been replaced. The options to address the RAAC require further analysis and will then be presented to Committee for consideration. While an overall update report on RAAC in Council buildings will be submitted to Finance and Resource Committee on 25 January 2024, the full options appraisal for Blackhall Library will take longer to complete.

Temporary library service delivery arrangements are in place as follows:

- Every fortnight there is a daily mobile library service located in the car park at Davidson Mains Church at the following times: Monday and Wednesday 2.30pm-7pm; Tuesday, Thursday and Friday 10.30am-3pm, timetable available at <https://www.edinburgh.gov.uk/directory-record/1229171/blackhall-library>
- Visitors are able to borrow and return books, collect reservations, apply for bus passes, collect hearing aid batteries, free sanitary products and buy waste food bags.
- Other activities have been relocated to nearby Drumbrae Library including the Library Link Service and Blackhall Writers Group

More robust interim arrangements for service delivery are currently being explored.

Culture Service Funded Organisations – Carbon Management Update 2023
Wards Affected – All)

It is a condition of funding through the Culture Service that organisations report on their carbon emissions.

All 26 organisations reported emissions data and carbon management plans. There was greater engagement in the emissions reporting section of the survey this year with 46% more emissions data points reported compared to last year. Creative Carbon Scotland provide each organisation with a personalised carbon footprint report and detailed feedback on their carbon management plans. This year, the focus of the carbon management plan was on the actions that the organisations are planning to implement by 2026 to reduce their carbon footprint. Below are some highlights:

Organisation	Proposed actions
Edinburgh Art Festival	By 2030, reduce travel related emissions by 40%, reduce emissions from printed materials by 69%, and reduce emissions from office energy use by 40%. Offering coach or bus travel included in ticket pricing structures for events outside Edinburgh.
Lung Ha Theatre Company	Influencing people they work with and their audiences to consider low-carbon travel. Emissions reporting will be a requirement in their contracts with co-producers and artists. They are also keen to acknowledge the barriers to environmental action that exist for disabled people.
Imagineate	In collaboration with Creative Carbon Scotland, they are using a travel forecasting tool for the first time to plan their year-round activities for 2023-24 and their festival for year 2024-25. They hope to use this to keep in line with a 20% staff travel and 10% artist travel reduction each year.
Stills: Centre for Photography	Decided to only hold exhibitions requiring international shipping biannually. Replacing non-LED lighting and exploring feasibility for draught proofing, insulation upgrades, and a new heating system.
Traverse Theatre	They will aim to reduce their kgCO ₂ e by 5% each year. This will include replacing lighting stock in theatres with LED equipment and refreshing their touring strategy to focus on local community impact. They also influence public behaviour through the platforming of climate emergency stories.
Edinburgh International Festival	Reduce staff travel emissions by 20% and artist travel emissions by 10% against the baseline each year. Reduce overall energy emissions by 30% and general waste by 20% each year. Reduce freight emissions by 10% against the baseline each year.

Royal Lyceum Theatre Company	<p>Refurbishment of windows.</p> <p>Replacement of all remaining non-led lights with LEDs.</p> <p>Changing the heating controls in their workshop and improving the insulation.</p>
North Edinburgh Arts	<p>Installation of an air source heat pump and solar PVs.</p> <p>Replacing theatre lights with LEDs.</p> <p>Cut meat use in their cafe and use local produce via partnership with Lauriston Farm.</p>
Edinburgh Printmakers	<p>Engaged in climate aware projects with their members and with young people for example 'Drawing Down The Sun' led by artist member Alison Grant which seeks to cultivate creativity and connection to the non-human world and 'Fledglings' a project with 3 local primary schools which researched and interpreted the impact of climate change on bird migration.</p>

This information will continue to be required on an annual basis from all revenue funded organisations. This information will continue to be shared with Council officers responsible for Public Bodies Climate Change Duties reporting.

Parks and Open Spaces Investment Programme 2023/24 Update (Wards Affected - All)

Park Lighting Improvement – A new street lighting engineer post has been created and recruitment has concluded, with the candidate expected to have started around the time of this Committee meeting. This new role will be responsible for the park lighting investment programme. The park lighting guidance document is nearing completion and will include liaison with planning, heritage, police, and other stakeholders. The guidance will include a case study proposal for Hailes Quarry Park that will be taken forward in early 2024 following community engagement. The four park lighting projects will be completed by the end of the financial year.

Public Toilets in Parks – Discussions are underway with potential suppliers over the provision of more permanent public toilets at Leith Links, Meadows, and Inverleith Park, with the intention of these being installed by, at the latest, summer 2024. Procurement colleagues are engaged, and appropriate specifications have been drafted.

General Accessibility Improvement to Paths

- Works complete on a section of the John Muir Trail (within Corstorphine Hill Local Nature Reserve) and along the Water of Leith path near Bonnington Road.
- 8km of flexi pave path (between Lanark Road and Balerno) is nearing completion.
- Contracts have been established for the replacement of Magdala Crescent Steps, Juniper Green Fish Shop Steps, and the path network within Burdiehouse Burn Valley Park.



Water of Leith Path Bonnington (before/after)

Priority Investment (rated Priority 01)

- At the request of contractors, the tender return date for the replacement of Katesmill Pipeline Bridge was extended.
- The remediation of walls at Miller Row is ongoing, with vegetation removed and walls that were in danger of collapse taken down for rebuild.
- Electrical safety work within Inch Park Nursery is now complete.
- A contract has been issued for the urgent refurbishment of Hermitage House roof.
- A final section of unstable wall, within Inch Park, was dismantled and rebuilt.
- Bloomiehall Park boundary wall has been refurbished.
- Sighthill Park car park was resurfaced.
- An assessment and the remediation of walls within Spylaw Park is complete.
- A licence is being pursued with SEPA to refurbish the Water of Leith/Saughton Park boundary wall. Due to environmental/licensing constraints delivery will be delayed until later in 2024.



Miller Row Clearance and Issues (during)

Other Investments

- The refurbishment of Inverleith Park, St Margaret's Park, Victoria Park and Leith Links tennis courts is complete with a new gate access and online booking system operational at all venues.
- Improvements to the car parking facilities with the Pentland Hills Regional Park is ongoing.
- Essential grounds maintenance equipment has been purchased.



Inverleith Park Tennis Courts (after)

Physical Activity and Sports Strategy Update (Wards Affected – All)

Officers and partners are continuing to take forward the development of the Physical Activity and Sports Strategy with pre-consultation engagement work with Council departments, key stakeholders and equality groups planned to take place throughout November/ December in advance of the formal consultation phase which is due to begin in the New Year. The previous indicative timeline for the completion of the Strategy which was reported to Committee in December 2022 has been subject to delay, with the updated timeline for completion by end 2024 when it is anticipated that the Strategy will be presented to Committee.

Edinburgh's Christmas and Edinburgh's Hogmanay - Free Tickets (Wards Affected – All)

The organisers of Edinburgh's Christmas and Edinburgh's Hogmanay have been developing and delivering plans to distribute free tickets for both events to community and charitable organisations across the city.

Over 5,000 free tickets for Edinburgh's Christmas will be made available this year to allow more Edinburgh residents to experience the festivities. This is on top of the EH postcode discount being offered on rides, attractions and events at both Christmas and Hogmanay. The organisers released details on how to apply for the tickets and over 100 community organisations will receive tickets for Edinburgh's Christmas including the Big Wheel, funfair and Santa's Grotto. Details of an offer for Edinburgh's Hogmanay are currently being finalised and will be communicated shortly.

During the application process, it was identified that no applications had been received from three Wards within the city. In this case, the organisers contacted the local Ward Members to alert them and seek suggestions for suitable organisations that they could contact directly to follow up and ensure that every Ward in the city was represented.

In addition to the free tickets, the Edinburgh's Christmas 'Winter Windows' competition for Edinburgh schools has received a large number of applications. As a result, the number of Windows on display at this year's event will double from 12 to 24.

Management Rules for Public Parks and Openspaces 2023-2033 (Wards Affected – All)

The existing management rules for parks and greenspaces are in need of review. Although not a mandatory requirement, management rules allow local authorities to regulate the use and conduct of persons while in or on Council land and premises to cover minor offences not justifying the immediate criminal sanctions of byelaws.

The importance of public parks and openspaces is widely recognised. Management Rules give clear direction on what is acceptable behaviour for users of these sites and help keep places safe for all to visit.

Some amendments are proposed, and as such, a public engagement exercise needs to be undertaken. The consultation period would be 12 weeks and is anticipated to be underway at time of publication. A future report to Committee is planned with the final draft of the proposed management rules for approval prior to statutory advertising.

Warm and Welcoming Initiative Update (Wards Affected – All)

Following the successful delivery of last year's Warm and Welcoming initiative by the Council and partners, plans are underway to take forward a new refreshed initiative for winter 2023/24.

Officers have continued to build on the positive partnership approach, which was established last winter, linking across a number of networks to plan a new programme of events and activities aimed at encouraging people to spend time in the city's free spaces. The programme will include a wide range of opportunities planned to take place at libraries, community centres, places of worship, third sector, community and voluntary organisation spaces, inviting local people to visit, connect with others and participate, alongside easily accessible advice and information which will provide additional support where needed.

The web pages and interactive map promoting these spaces and activities, which last year listed over 100 participating organisations will be updated to ensure the information is current and as easily accessible as possible, and the communications campaign will be refreshed to develop a message that works throughout the year,

Further progress updates on the initiative will be provided in the Business Bulletin.

Europe for Festivals, Festivals for Europe (EFFE) Festival Cities Seal Update (Wards Affected – All)

Edinburgh is a founder signatory of the [Festival Cities Seal](#) along with Belgrade, Bergen, Ghent, Krakow, Leeuwarden and Ljubljana. This initiative is a recognition and an invitation to cities and regions that wish to associate and integrate their development with a strong festival, cultural - and European - commitment. The Seal provides Edinburgh and its Festivals with opportunities to position themselves at a European level and to retain Edinburgh's prominence in Europe. The Festival Cities initiative was launched at the Arts Festivals Summit in Yerevan, Armenia, in September 2022 to which the Lord Provost sent a video message.

Since signing the Seal in 2022, a working group of the signatory cities has been formed to identify opportunities for collaboration and projects that the Seal can address. Member cities have been asked to identify 10 key priority action areas that they wish to develop with the other member cities.

The 10 key areas that Edinburgh has identified are:

5 Challenges

- Use of public space for events
- New investment models
- How festivals can help Edinburgh hit its 2030 net zero target
- Equitable community partnerships
- Integrated city planning for events

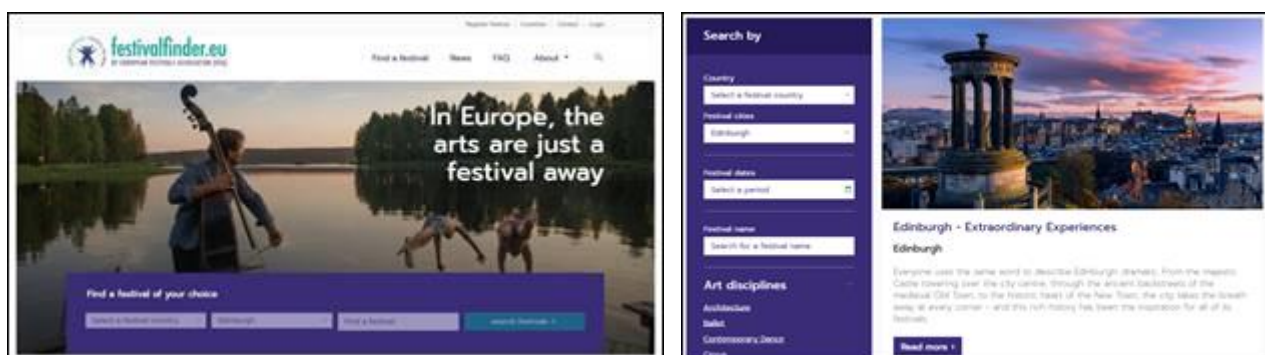
5 Opportunities

- Visitor Levy as potential funding stream for Festivals and culture
- Data/digital project partnerships with Higher Education
- Shared metrics/evaluation models across public funders
- Maximise access to skills, employment and development opportunities
- Championing global solidarity

With regard to our identified challenge around Net Zero, there has been consensus across the festivals cities for building a European Catalogue on the topic of festivals and environmental sustainability – developments in this area will be monitored and opportunities sought to contribute given that this is an area of joint priority for the Council and Festivals Edinburgh.

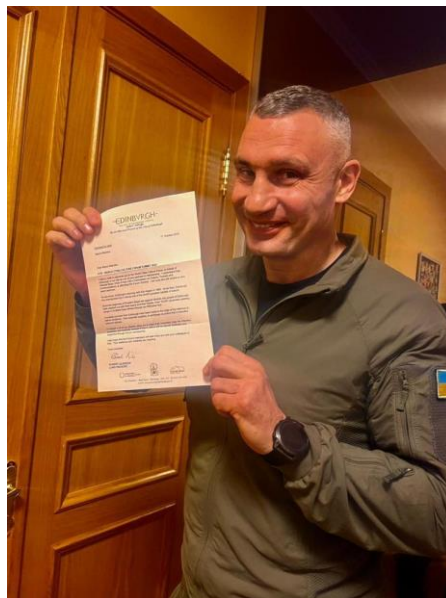
Edinburgh's participation is being delivered jointly with Festivals Edinburgh as representatives of the 11 major Festivals. Beyond these Festivals, we are continuing to explore the possibility of one or two other 'unique to Edinburgh' festivals that could join the European Festivals Association as a condition of Edinburgh's participation in the Seal. This would allow them the opportunity to network with other European festivals and to collaborate with international partners.

One further element of the Seal designation is a dedicated space on the new European Festivals Finder website, which is an online search tool for audiences to discover all arts festivals, steered by the festivals community with the support of the European Union. Within this, Edinburgh has its own profile page to promote its Festivals.



World Cities Culture Forum (WCCF) – Kyiv Membership (Wards Affected – All)

At the recent WCCF summit held in Sao Paulo, the Mayor of Kyiv was presented with a letter from the Lord Provost marking the three-way partnership between Edinburgh, Bloomberg and the Mayor of London ensuring Kyiv's membership of the WCCF for the next three years. This serves to reinforce the commitment of our cities to the value of culture to our own people and the citizens of Kyiv, especially in such times of stress and in due course, recovery.



Filmhouse Redevelopment Project Update (Wards Affected – All)

The option to support a renewed Filmhouse was included in the [report](#) agreed by the Culture and Communities Committee on 11 May 2023, as part of an allocation of resources committed to the sector for 2023/24. Working in partnership with Screen Scotland, on-going positive project development updates over the past few months have provided the feasibility evidence required. Therefore, a funding contribution of £60,000 has been allocated to support the renewal of the Edinburgh Filmhouse building at 88 Lothian Road. Officers will continue to monitor progress in the coming months and work with Filmhouse (Edinburgh) Ltd, Screen Scotland, the Scottish Government, and other partners.

Reuse of Tennis Balls at Council Facilities (Wards Affected – All)

On 11 May 2023, Committee requested the siting of tennis ball recycling bins at Council-run tennis courts and the collection of balls from them.

Following investigation, officers have confirmed that a used tennis ball collection service is provided to leisure facilities (such as tennis clubs) by [Recycaball](#). Recycaball's primary focus is targeted collections of reusable high quality used tennis balls from sports facilities, coaches, etc.

Balls are graded and redistributed for either reuse or reprocessing for use in other industries, with options to raise income or donate funds to charity. They can also provide collection containers, but a charge applies to these. Clubs can also provide their own collection containers.

The Council is registering with Recycaball to collect balls onsite at the unstaffed courts at Inverleith, Leith Links, Victoria and St Margarets. However, due to the restrictions on quality, these will not be actively promoted more widely as community recycling points for tennis balls.

Edinburgh Leisure already have a system to give old tennis balls to dog owners as these can provide enjoyment and exercise for pets. This will be further investigated by Council officers to consider if a similar service could be introduced for tennis balls collected at Council facilities.

Operation Sceptre (Wards Affected – All)

Following on from the [update](#) to Committee in October 2023, the Scottish Government have confirmed that the costs for Operation Sceptre rest with the organisation which incurred the cost and therefore will not be reimbursed. The Scottish Government and other partners, including Police Scotland, have similarly incurred costs for this event which are not being reimbursed and are therefore being met from existing resources.

Culture and Communities Committee



Convener

Councillor Val Walker

Members

Councillor Walker (*Convener*)

Councillor Cameron

Councillor Glasgow

Councillor Heap

Councillor McFarlane

Councillor McNeese-Mechan

Councillor Mitchell

Councillor Munro

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Upcoming Exhibitions and Events

Deep Rooted: City Art Centre 18 November 2023 - 25 February 2024 (Ward Affected – All)

This winter, the City Art Centre presents *Deep Rooted*, a group exhibition featuring work by eight contemporary artists - Dalziel + Scullion, Anya Gallaccio, Andy Goldsworthy, Andrew Mackenzie, Naomi McIntosh, Katie Paterson and Hanna Tuulikki. Together, they explore the relationship between people and the natural environment using a variety of media and approaches. The artworks range from a surround sound audio and digital choreography to a sensory experience; from paintings and photographs to hand-crafted objects made from wood. Some of the works reflect on current ecological issues, others explore our fragile coexistence with nature and capture its beauty.

The artworks all focus on trees, a plant form which sustains the existence of ourselves and other species. Our relationship with the natural world hangs in a balance, with climate change, increased levels of extinction and large-scale deforestation threatening the existence of our biodiversity. For many of us, the pandemic changed our relationship with nature. It led to a growing appreciation of our gardens, allotments, woods, and public parks. Lockdowns, in particular, reminded us just how important access to nature is for our physical and mental wellbeing, underlining the value of protecting it. In order to help fight this urgent climate crisis, we need to modify some of our deep-rooted behaviours.

The exhibition is accompanied by an exciting events programme. For further information please visit edinburghmuseums.org.uk



Dalziel + Scullion, *'Unknown Pines (Digger)'*, 2007.
© the artist



Naomi McIntosh, *'Lost Song (Cuckoo)'*, 2021.
© the artist. Photo: Ben Addy

Usher Hall, Assembly Rooms and Churchill Theatre upcoming events (Wards Affected: All)

Details of the upcoming events at the Usher Hall can be found here - <https://www.usherhall.co.uk/whats-on>.

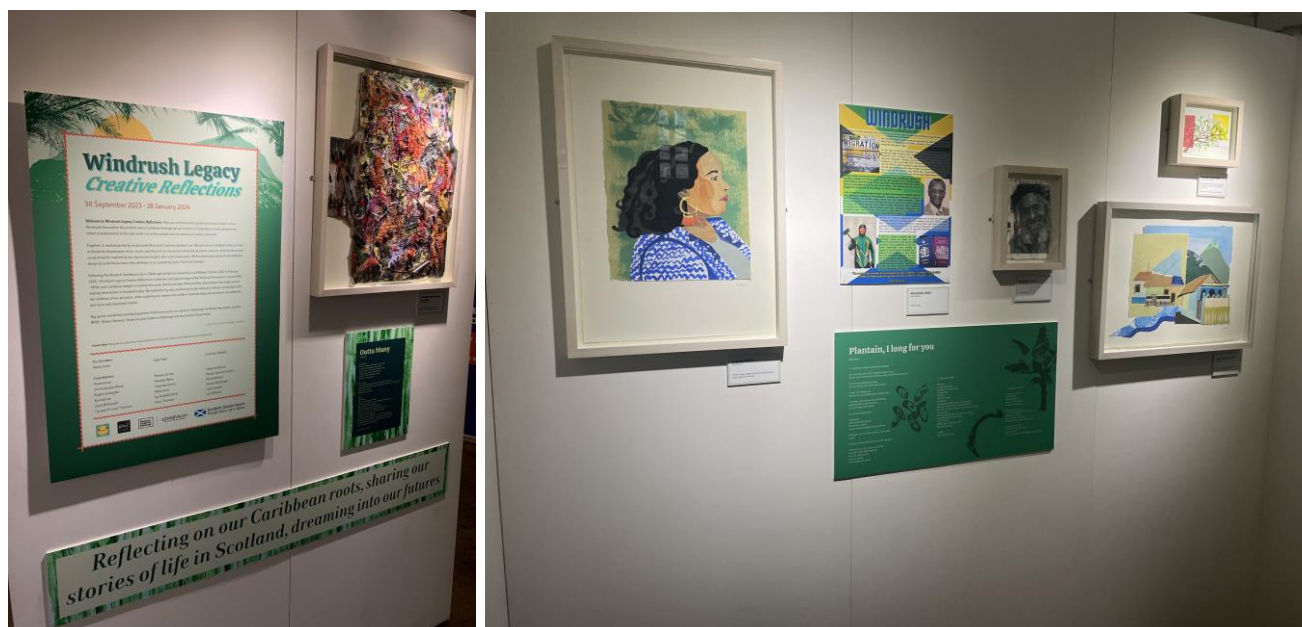
Details of upcoming events at the Assembly Rooms can be found here - <https://www.assemblyroomsedinburgh.co.uk/whats-on>.

Details of upcoming events at the Church Hill Theatre can be found here - <https://churchhilltheatre.co.uk/whats-on>.

Windrush Legacy Creative Reflections (Wards Affected – All)

An exhibition [‘reflecting on our Caribbean roots, sharing our stories of life in Scotland, and dreaming into our futures’](#) has opened at Museum of Edinburgh. Part funded by Scottish Government, it builds on the work of the recent 'Respect! Caribbean Life in Edinburgh' exhibition and project which ran from October 2022 to February 2023. In this exhibition, co-curated by partners, Edinburgh Caribbean Association and Scottish BPOC Writers Network, works of poetry, prose, and artworks by people of Caribbean descent are showcased. Co-Curator and Scots-Caribbean Writer Jeda Pearl said: “Windrush Legacy Creative Reflections celebrates and pays homage to the Windrush Generation (arriving 1948 - 1971), the Belizean lumberjacks and Caribbean people who came before and after 1948, and their descendants who made their homes in Scotland. By remembering and celebrating the abundance of cultural contributions and the resilience of our ancestors, while exploring our experiences of life in Scotland today, we can dream into optimistic, anti-racist, and reparative futures.”

The exhibition runs from 30 September 2023 to 28 January 2024, and booklets featuring the artworks will be distributed to each of Edinburgh’s schools.



Museum of Edinburgh Courtyard Project (Wards Affected – 11 City Centre)

This year Museums and Galleries Edinburgh has partnered with Access to Industry to host an employability project in the Museum of Edinburgh courtyard.

Access to Industry support people facing complex barriers to employment through courses, practical advice and support. They have run their gardening course in the museum courtyard between June – October 2023. The group has been led by a professional gardener who has guided participants to breathe new life into the space by clearing weeds and adding new plants

and herbs. Participants have learned new skills and enjoyed their time outdoors, while making the courtyard a greener and more vibrant space.

The project has built on the museum service's existing partnership with Access to Industry. Groups regularly take part in visits to museum venues and exhibitions, enhancing wellbeing through learning and social connection.



Textile Objects in the Museums Collection (Wards Affected – All)

The Museum of Childhood and the University of Glasgow have been continuing a partnership that sees the improved storage and care of fragile textile objects in the Museum collection. The University of Glasgow runs a post-graduate textile conservation course [University of Glasgow - Postgraduate study - Taught degree programmes A-Z - Textile Conservation](#)

The Museum curators and the course lecturers carefully select museum objects that can be cleaned, repaired or repacked by the students as part of their practical work. The students gain access to objects they wouldn't otherwise have experience of and the Museum gains textile conservation hours not available from the in-house team. This year 17 objects were returned to the museum, beautifully packed and cleaned – they included nineteenth century samplers, children's silk shoes and bonnets and some early twentieth century soft toys.

Peter Howson Exhibition – City Art Centre (Wards Affected – All)

The Peter Howson Exhibition at the City Art Centre was a huge success, attracting widespread critical acclaim, an overview of which can be found here:

coveragebook.com

It attracted 96 pieces of media coverage – online and offline – resulting in 7 million views of those articles. The in-person attendance figures were 22,000 and exceeded the estimated target by a long way. The impact on the service is such a positive one, not only for the artist and team at City Art Centre who put the exhibition together, but commercially it brought in much needed income

through admission charges, retail and increased footfall at the CAC Café. The associated public events programme was an excellent complement to the exhibition and reached many diverse groups, providing engagement and understanding of the work.

Black History Month in Libraries – Celebrating our Sisters Black Literature Timeline (Wards Affected – All)

Our Community and School Libraries hosted excellent displays and events for BHM over the month of October. Across the city there were displays, competitions, themed book group talks and our School Librarians linked with the English Depts. within their schools. There were Treasure Hunts, Poetry competitions, themed wellbeing cafes activities for both Adults and Children.



Central Library Exhibition – Witches in Word, Not Deed (Wards Affected – All)

The exhibition - Witches in Word, Not Deed by artist and interpretation designer Carolyn Sutton remembers 13 women persecuted for witchcraft in Scotland under the Witchcraft Act of 1563 through personalised dresses imprinted with the words that condemned them. Each artwork is accompanied by a short text outlining the circumstances and treatment of the woman represented.

The exhibition was launched on 25 September and ran the end of October, with a panel discussion featuring the artist Carolyn Sutton, the writer Allyson Shaw – author of *Ashes and Stones: a Scottish Journey in Search of Witches and Witness* and chair Stephanie Shakay Tierney, currently studying for a PhD at the University of Edinburgh focusing on the memorialisation and remembrance of the people accused as witches in early modern Scotland.



Libraries Activities and Events (Wards Affected – All)

Libraries Week – Go Green in Libraries

Stockbridge Library - Engaged their younger customers in making hotels for bees using recycled materials, twigs and clay. They were very excited with their Architect and Builder badges and were not the least afraid of getting their hands dirty with clay. The muddy part of the job proved to be very popular indeed! They included a display showing Autumn Crafts and books related to bees (fiction and non-fiction), which had a very good response. We talked about how important bees are for the environment and what we can do to protect them.



Sighthill Library planted spring bulbs and made bug hotels.

Gilmerton Library had an informative display looking at our planet and ways we can help look after it. They also hosted a craft using things we would normally throw out, letting the kids see everything can have a second purpose.

Moredun Library, held a design your own book cover and bookmarks from recycled materials.

NSPCC Partnership

Edinburgh, Talk PANTS is a partnership between the Edinburgh Child Protection Committee and NSPCC Scotland. The aim is to protect children from sexual abuse by encouraging parents, carers and professionals to have conversations with children in an age-appropriate way about how to stay safe. Holding our first Family Funday at McDonald Road Library on the 17 October, local families were invited along to meet Pantasaurus, take part in a range of fun free activities which included Bookbug sessions, arts and crafts, face painting and Halloween themed snacks. With over 100

people attending from within the local community, a great day was had by all, with lots of information shared about the TalkPANTS campaign and what the library has to offer.



Stockbridge Library Events

Hosted Dr Tom Russ from Alzheimer's Scotland, for World Alzheimer's Day, Dr Tom is the author of "FAQs on Dementia" followed by question and answers. Tom created a very informative presentation to highlight risk factors, what can be done to reduce risk of developing dementia, useful tips for carers of dementia patients.

Opening the Summer Reading Challenge - Children's local author, Rachel Huggins "Keeper the Sea Dragon" book launch and story telling event was hosted with book, puppets, craft, storytelling and songs as a part of Fringe festival.

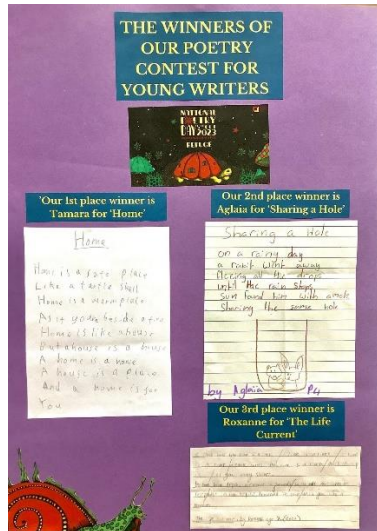
Closing the Summer Reading Challenge - children and their families were delighted to have author Maxine Bryce for an interactive reading of her new book, "Voyage to planet dream" this was an interactive and fun session. Kids and their families joined the storytelling and songs enthusiastically and also participated in craft related to the story.

Marking Dyslexia awareness week a display was created to promote children's dyslexia friendly stock. Displayed were children's dyslexia friendly books from Barrington Stokes and audiobooks. There were posters of famous people with dyslexia on display to allow children to realise even dyslexic people can be successful in their careers.

National Poetry Day

Stockbridge Library celebrated with a children's competition; the winners are below.

The Royal High School had a display of poetry books in the library to support the English department who were running a poetry week with their BGE classes. The library book group also undertook some redacted poetry, using old and damaged book stock. Redacted poetry is a form of found poetry characterised by the use of a marker pen to redacts or "blacks out" from existing text (e.g. newspaper, magazine, book, etc.)



The Royal High School also introduced **Warhammer Club** – table top gaming club. After attending the schools’ extra-curricular clubs fair in August the new pupils who signed up started this month. With donation of models and materials, donated by the Games Workshop school Alliance, the new pupils got to build and paint their own 40K and Age of Sigma models in the library. The club is run by the librarian and with help from a science teacher. The club revolves around Reading: the lore behind the game, rules and books, Building: of the models to play and Painting: the models and learning the painting skills to bring their models to life.



Tech Donation Box

The Council sponsored The Edinburgh Remakery to place the Tech Donation Box into Central Library for one month, after which it will be moved to Wester Hailes Library then on to the South East Neighbourhood Office. The box allows members of the public to donate their old unwanted and broken items like laptops, tablets, and smart phones – the Edinburgh Remakery will then repair what they can for community need and recycle what can't be repaired.

The box has been a tremendous success: in the first two weeks 114 items had been donated, helping to save 13,760 Kg (CO2e) in carbon emissions.



Craigmillar Library continues to host activities that embrace their community.

Fiesta of Spanish cinema - In partnership with the Spanish Film Festival, Craigmillar library has provided screenings to local school children of 'The Kids are Alright 2'. The young people enjoyed practicing their Spanish and being immersed in this screening shown with subtitles. This fits well into Craigmillar Library's established adult programme of Spanish cinema in partnership with Cinemattic, who show the best of Spanish and Iberian short films on the first Wednesday of every month.

Craigmillar Library is a hub of new writing - Library staff have been delivering writing workshops to the young people of Castlebrae high to support their entry into the Johnni Stanton writing prize, in partnership with the Craigmillar Literacy Trust. Creative writing will also play a part for the young people completing the Bronze Arts Award throughout the October break, earning a qualification equivalent to a NAT 4 through their creative offerings. Adult writers haven't been forgotten, as Craigmillar Library prepares to formally launch their writer's group later this month.

Craigmillar Library welcomes People's Know How and the Craigmillar Senior Computer Club - Craigmillar Library increases its offer of digital inclusion through two new services. People's Know How are on site every Monday from 1-3 for drop-in support with using technology and getting online. For our more silver surfers, the Craigmillar Senior's Computer Club will meet every Thursday from 10-12.

Cozy Cuddles in the winter at Craigmillar Library - Craigmillar Library has a wonderful friend in local organisation Stories for Sharing, part of the Craigmillar Literacy Trust- and we are so excited to start our new 'teatime tales'. This cozy story-time features breathing exercises, soft lighting, and calm stories while we snuggle up under the stars with our favourite teddy bears. Every Thursday until Spring at 4pm for children aged 4-6 and their families.

Wester Hailes Library are reaching out to their communities with new initiatives.

Brunch Club - Wester Hailes Library has started a new brunch club. This has been running on Saturday mornings and during school holidays (and strike days). Thanks to support from the Greggs Foundation the library is providing access to healthy brunch snacks for young people using the library.

Citizens Advice Drop In - Wester Hailes Library has been delighted to welcome an advisor from Citizens Advice once a month to host a drop in surgery offering advice of all kinds to residents of Edinburgh. Ranging from support around benefits, to legal issues and medical issues. The trial sessions supported a total of 11 residents to have an opportunity to seek advice from the trained

CAB Advisors. We aim to continue running this once a month between 1.30-3.30pm on the last Thursday of the month (not Dec).

Sewing drop in - As part of Wester Hailes Library's new Lend and Mend space, a new sewing drop in group has begun on Thursday afternoons between 2-4pm. The group comprises some expert amateur sewers alongside other sewing newbies! It has been great for people of all abilities coming together to share their knowledge and skills with each other supported by a volunteer tutor.

Tinderbox and Big Noise Workshop - 25 young people from Wester Hailes Library took part in a collaborative workshop to promote the musical instrument library with Tinderbox Orchestra and Big Noise, two charities working to bring music to young people in disadvantaged areas. The workshop saw young people get a chance to try out playing guitars, ukuleles and keyboards and come together to perform as a group, as well as having the opportunity to write a rap that they performed in the library space. "What do you love? We love the Library!" being the songwriting hit of the day.



Moredun Library celebrated maths week

There were a few challenges for our service users to attempt, such as an activity booklet for children and young people to take home and complete, and a pack filled with fun maths themed challenges. A challenge with Maths coding with Lego where children had to solve maths puzzles using the number key and writing their names using the Lego alphabet key was held.



Macmillian@Edinburgh Libraries

This year's Macmillan coffee morning hosted by Macmillan @ Edinburgh Libraries was held in the Rose Garden, Saughton Park on Friday 6 October. We raised an incredible £691. A huge thank you to everyone who baked, baked and donated to our wonderful event.



Girls Project – Murrayburn Primary School (Wards Affected –)

P5 and P7 girls at Murrayburn Primary School shaped the development of a girl's programme to help build confidence, resilience and social support for primary 6-7 girls to get active and stay active. This project has been made possible by the programme for government funding, which allows Active Schools to work with girls in schools in areas of deprivation to help develop and sustain good health and wellbeing which is achieved through being active.

A toolkit has now been developed to use in other schools alongside a volunteer programme to empower women and girls in their communities to support others to become more active. In consultation with women and girls, a mums and daughters programme has now been set up at Forrester and includes different fitness sessions and other information sessions on social media and menstruation.

The girls programme will continue with schools in Craigroyston and Castlebrae in January 2024. Thanks to all partners involved in the programme including SHE Scotland, Napier University, jump Edinburgh, let's talk, Murrayburn primary school.



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Culture and Communities Committee

10.00am, Thursday 10 August 2023

Police Scotland – Edinburgh City Division Scrutiny Report – April to September 2023

Executive/routine
Wards: All

1. Recommendations

- 1.1 To note the update from the Divisional Commander.

Dr Deborah Smart
Executive Director of Corporate Services

Contact: Daniel Baigrie, Committee Officer
Legal and Assurance Division, Corporate Service Directorate
Email: daniel.baigrie@edinburgh.gov.uk | Tel: 0131 529 7030

Police Scotland – Edinburgh City Division Scrutiny Report – April 2022 to March 2023

1. Executive Summary

- 1.1 This report provides an update from Police Scotland on the Edinburgh City Division for the period April to September 2023.

2. Background

- 2.1 On 9 February 2023, the Council agreed that police and fire and rescue services' city-wide plans, policies and performance would be transferred from the Policy and Sustainability Committee to the Culture and Communities Committee for consideration with effect from 17 April 2023.
- 2.2 This provides a forum for Police Scotland and the Scottish Fire and Rescue Service to discuss major cross-cutting issues with the Council as well as fulfilling their duty to engage with the local authority.
- 2.3 The [Police and Fire Reform \(Scotland\) Act 2012](#) requires the Divisional Commander to provide the local authority with:
- 2.3.1 reports on the carrying out of police functions in its area (including by reference to any local policing plan in force for the area).
 - 2.3.2 Statistical information on complaints made about the Police Service in, or the policing of, its area.
 - 2.3.3 Other information about the policing of its area.

3. Main report

- 3.1 This report covers the period April to September 2023 and is part of a regular update from the Divisional Commander to the Council.
- 3.2 The report contains an overview and summary by the Divisional Commander, City Division Policing at a Glance, Public Safety and Wellbeing, Needs of the Local Community, Confidence in Police, Positive Working Environment and Crime Statistics.

4. Next Steps

- 4.1 Under the [Police and Fire Reform \(Scotland\) Act](#) the Council can monitor and provide feedback to the Divisional Commander.

5. Financial impact

- 5.1 Not applicable.

6. Equality and Poverty Impact

- 6.1. Not applicable.

7. Climate and Nature Emergency Implications

- 7.1 Not applicable.

8. Risk, policy, compliance, governance and community impact

- 8.1 Police Scotland have discussed the content of the report with the Council and the information can develop as feedback is received.

9. Background reading/external references

- 9.1 Policy and Sustainability Committee 17 January 2023 – [Police Scotland – City of Edinburgh Division Update](#)
- 9.2 Culture and Communities Committee 10 August 2023 – [Police Scotland – City of Edinburgh Division Update](#)
- 9.3 The City of Edinburgh Council 9 February 2023 – [Decision Making Framework 2023](#)

10. Appendix

- 10.1 Report by the Divisional Commander.



EDINBURGH CITY DIVISION

SCRUTINY REPORT

APRIL – SEPTEMBER 2023



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POLICE
SCOTLAND
POILEAS ALBA

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Introduction by the Divisional Commander



Scotland at a National Service of Thanksgiving and Dedication at St Giles' Cathedral. This was followed by the People's Procession on the Royal Mile.

With the eyes of the world on us for this significant occasion, there were no security breaches; no notable disorder; very few arrests and no safety issues following countless interactions and engagements between officers and our fellow citizens. The success of these events is testament to the hard work and diligence of our officers, staff, and partners in their planning and delivery of this operation.

I am delighted to present the Edinburgh City Division Q2 scrutiny report for April to September 2023. During this period we have seen numerous large-scale and unique policing operations, bringing significant attention to the capital and Police Scotland.

The coronation of His Majesty King Charles III and Her Majesty Queen Camilla was marked by Scotland on 5th July during Royal Week, with hundreds of additional officers being deployed across the capital in order to facilitate both the public celebrations and ensure various historic and constitutional events and processions could be conducted safely. The King accompanied by Her Majesty, was presented with the Honours of

Once again we hosted the Edinburgh Fringe Festival, this year celebrating its 76th anniversary in August. Artists from 72 countries were represented with 973 shows from Scotland and 469 from Edinburgh itself.

With over 2.3 million tickets sold, 3535 shows registered, and over 52,000 performances, visitors were attracted to the capital and ably supported to do so safely due to the tireless efforts of all those involved in Operation Summer City, our annual policing response to these events. Allied to this, the Edinburgh International Festival saw 295 separate events featuring work from over 2,000

local and international artists from 48 nations with the principle theme inspired by individuals who had dedicated their lives to bringing communities together.

Operation Crackle, our approach to keeping Edinburgh's communities safe on Bonfire Night, was met with unprecedented levels of violence, primarily in the North East of the city. Police officers were deliberately attacked and injured by youths using fireworks and petrol bombs, weapons supplied in some instances by adults. A dedicated investigation team has already identified, arrested and charged many of the offenders, with more to come. This has become a depressing trend over the past few years, despite excellent partnership planning and prevention work in the lead up to Bonfire Night. We are already in discussions with our partners about what more or what alternatively we can do in the future.

We welcome the arrival of our new Chief Constable Jo Farrell who has set out her operational priorities and commitments to communities. I've also had the pleasure of welcoming another 9 new Probationer Constables to the Division who will support the current establishment to keep our residents and visitors safe as they enjoy the festivities on offer in Edinburgh

during Operation Winter City. These officers will continue to build on our success in reducing violent and acquisitive crime whilst learning on the job from our more experienced officers and detectives.

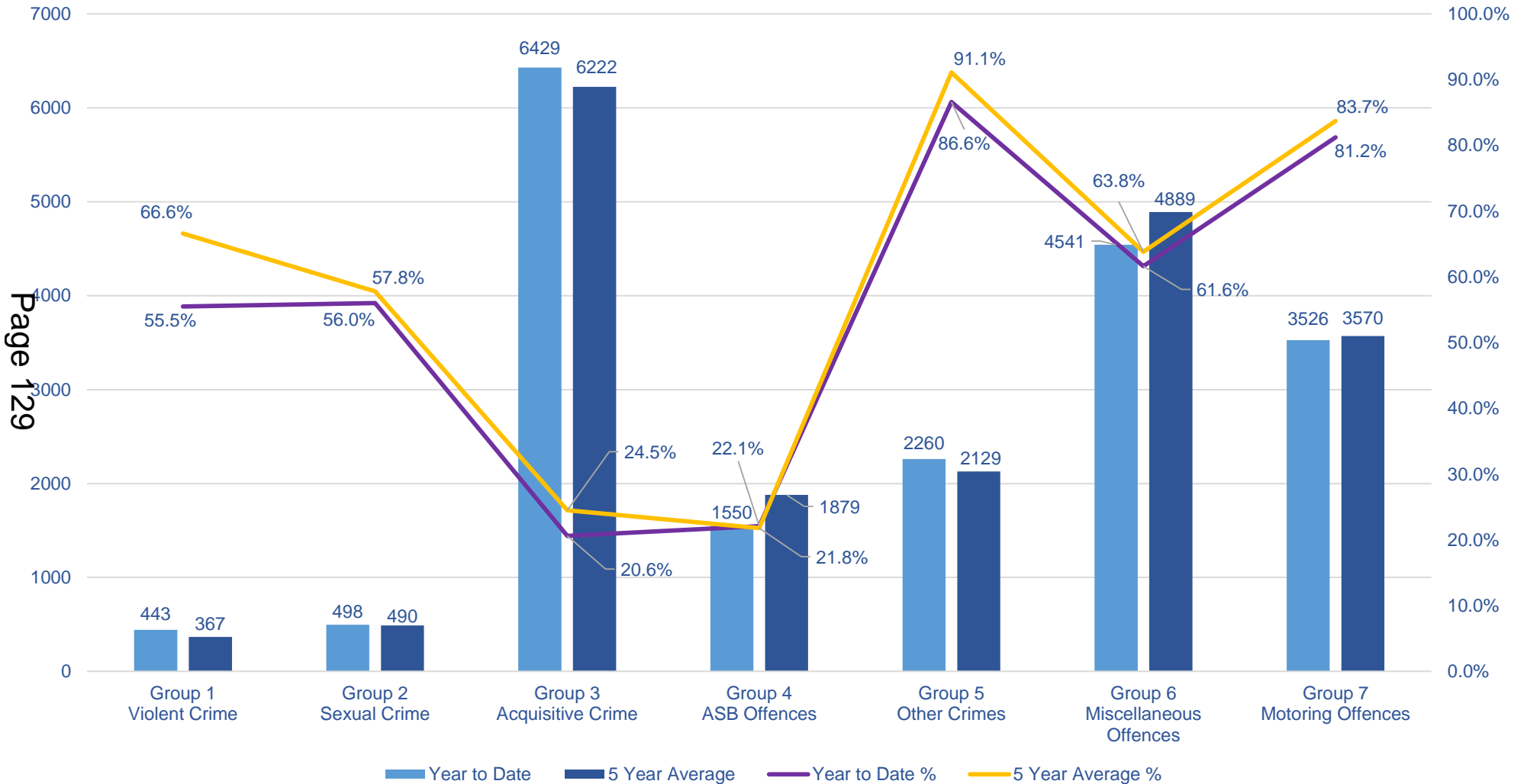
Looking ahead, planning is already underway for Spring and Summer 2024 with a number of concerts, football fixtures, the return of the Six Nations Championship, and many other events to look forward to city-wide. We will do this at the same time as managing daily business as usual as we continue to help keep Edinburgh safe.

There are challenges ahead based on the police budget allocation as we await the Scottish Government spending review announcement on 19th December, which will go a long way to determining our resource model for the future. That said, I will continue to work hard to ensure Edinburgh Division has what it needs to keep the citizens of Edinburgh safe.

Chief Superintendent Sean Scott
Divisional Commander



For the reporting period of 1st April 2023 to 30th September 2023, a total of 25261 crimes were recorded by Edinburgh Division. This is an increase of 0.8% (208 more crimes) against the five year average. Solvency has reduced by 1.9% over the same five year period to 51.6%. The chart below shows volume of crime and our solvency this year to date compared against the 5 year average.



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Summary of Local Policing Priorities

The following summary provides a breakdown in respect of our Local Policing Priorities against the 5 year average, and against last year to date (LYTD) where the 5 year average is not available. The 5 year average remains the preferred comparator for analysing performance, however it contains and is influenced by the performance data of the 2020/21 Covid-19 pandemic.

Addressing Violence

Overall violent crime has reduced by 2.8% (94 more crimes) against the 5 year average.

There have been 3 recorded murders, which is 1 more than the 5 year average.

Attempted murder has reduced by 4.8% (1 crime fewer) against the 5 year average.

Serious assaults have increased by 3.6% (6 more crimes) against the 5 year average.

Common assault (including emergency workers) has increased by 2.9% (91 more crimes) against the 5 year average.

Reducing Drug Harm & Targeting Supply

Partnership work with the National County Lines Co-ordination Centre continues, with the aim of reducing the opportunities for external Serious and Organised Crime Groups to supply controlled substances in Edinburgh, whilst also providing safeguarding opportunities for those that are exploited.

Proactive enforcement has resulted in positive recoveries of illegal drugs, cash, related paraphernalia and the seizure of vehicles. Total drug crime has increased by 1.7% (21 more crimes) against the 5 year average.

Targeting Housebreaking & Acquisitive Crime

Acquisitive crime has increased by 6.3 (507 more crimes) against the 5 year average.

Domestic housebreaking has reduced by 25.0% (100 fewer crimes) against the 5 year average.

Motor vehicle crime has increased by 4.1% (44 more crimes) against the 5 year average.

Theft shoplifting has increased by 51.8% (945 more crimes). The rise in shoplifting offences is reflected UK-wide, and has been commonly attributed, in part, to the cost of living crisis.

Common theft has reduced by 5.2% (106 fewer crimes).

Fraud has increased by 22.5% (191 more crimes), which is reflective of the wider national picture.

Dealing with Disorder & Antisocial Behaviour

Antisocial behaviour incidents have reduced by 21.7% (4441 fewer incidents) against the 5 year average.

Overall Group 4 crimes (including vandalism, malicious mischief and fire-raising) have reduced by 15.7% (379 fewer crimes) against the 5 year average. Vandalism has reduced by 18.5% (384 fewer crimes) over the same period.

Making Our Roads Safe

Offences in relation to driving and the use of motor vehicles have reduced marginally (3 fewer crimes) compared to the 5 year average.

There have been three fatal collisions this year to date, compared to six LYTD. There has been a reduction of 50.6% (43 fewer collisions) in serious injury collisions and a reduction of 45.1% (110 fewer collisions) in those resulting in slight injury.

Speeding offences have increased by 87.9% (291 more crimes) against the 5 year average. The number of recorded speeding offences is significantly higher than in any of the previous 8 years. The majority of these offences are recorded by means of safety cameras, which also are responsible for a 52.1% (96 more crimes) increase in Drivers Neglect of Traffic Directions. This increase is the consequence of a change to the national crime system, and our recording of offences now reflects a unified national approach in how fixed penalties are reported.



Group 1 crime includes:

- Murder
- Attempted murder
- Serious assault
- Robbery

Group 1 Recorded Crime



Group 1 Solvency



	Group 1 Recorded Crime	Group 1 Solvency
April – September 2023	597	55.1%
April – September 5 year average	485.2	65.2%
% change from 5 year average	+23.0%	-10.1%

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Group 1 crime has increased by 23.0% (112 more crimes) against the 5 year average. The increase in 'sextortion' offences has significantly contributed to the increase in Group 1 offences and the reduction in Group 1 solvency. When excluding these offences from the crime statistics, Group 1 crime has reduced by 10.9% (53.2 fewer crimes) and solvency has increased by 9.3% to 74.5% against the 5 year average.

- S.1 Domestic Abuse Scotland Act (DASA) offences have increased by 21.1% (12 more crimes) against LYTD. DASA offences continue to affect the overall Group 1 picture since its introduction on 1st April 2019.
- 3 murders have been recorded this year, an increase of 1 murder against the 5 year average.
- 12 attempted murders have been recorded this year, which is 1 less than the 5 year average. Serious assaults have increased by 3.6% (4 more crimes) against the 5 year average. Solvency has increased by 3.5%.
- Robbery has reduced against the 5 year average by 1.8% (2 fewer crimes), whilst solvency has increased by 14.7% to 82.8%.
- Threats & Extortion has increased by 188.5% (108 more crimes) against the 5 year average. A significant number of these were instances of webcam blackmail or 'sextortion'. These are frequently perpetrated overseas, however the crime remains recorded in Scotland.
- There have been 14 Druggings reported this year to date, compared to a 5 year average of 7. The rise in reported offences is a result of considerable media and social media attention given to 'spiking' during the last two years.

Addressing Violence

Case Study – Liam Ormesher / Leo Guibout

In October 2023, following an investigation into the stabbing of a man in Balfour Place that occurred in April 2022, Liam Ormesher and Leo Guibout pleaded guilty to attempted murder and were both sentenced imprisonment for four years.

Detective Inspector Kevin Tait, CID:

“Liam Ormesher and Leo Guibout were armed with knives in a public place when they attacked the victim over a dispute about controlled drugs. We continue to target knife crime and any violence committed with the use of such weapons, and I am grateful for the sentence handed out to these individuals. Our dedicated teams of detectives remain steadfast in their remit of investigating drug supply, violent offences and organised crime within Edinburgh. Thankfully incidents of this violent nature are uncommon, and our drive and priorities remain to keep our city a safe place to stay and visit.”

“Our positive performance across group 1 has continued throughout the second quarter of this year. Web-based extortions continue to significantly increase national figures, as well as those UK wide, and as previously mentioned the focus for these crimes is prevention due to the perpetrators typically being based overseas. There is however a notable decrease in crimes against the person, as can be seen by the reported 10.9% reduction. Solvency of these offences has increased significantly over the period. It is anticipated that the use of restorative justice and sentencing through the courts will contribute towards a reduction in offending by arrested individuals in future.

As we move into the busy festive period, our continued commitment to partnership-working will support our communities through prevention, engagement and advice on how to keep themselves safe over the darker nights and winter months. As a result of this and our continued investigative resource who deal with reported crimes on a daily basis, I am confident that we will continue to see the downwards trend in violent crime across our city.



Group 2 crime includes:

- Rape
- Sexual assault
- Lewd and libidinous practices
- Communicating indecently
- Disclosing intimate images

Group 2 Recorded Crime Group 2 Solvency



	Group 2 Recorded Crime	Group 2 Solvency
April – September 2023	1211	48.8%
April – September 5 year average	1226	56.3%
% change from 5 year average	-1.2%	-7.5%

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- Overall Group 2 crime has reduced by 1.2% (15 fewer crimes) against the 5 year average.
- Solvency has reduced by 7.5% against the 5 year average.
- Rape has increased by 5.3% (12 more crimes) against the 5 year average. Solvency has reduced by 5.3% to 57.7%.
- Sexual assaults have increased by 5.2% (19 more crimes) against the 5 year average, however have reduced by 12.8% (57 fewer crimes) when compared to LYTD. The 5 year average has been impacted by a significant decrease in offences committed in 2020.
- Indecent Communication Offences have reduced by 31.0% (37 fewer crimes) compared to the 5 year average.
- Lewd & Libidinous practices have increased by 33.5% (36 more crimes) against the 5 year average. These are non-recent offences, and the rise can be attributed to a number of investigations relating to historical abuse against children.

Roads Policing:

Detective Chief Inspector Adam Brown, Public Protection Unit:

Whilst solvency for rape has dropped in comparison to the five year average this is not indicative of a reduced focus on this area. Every rape investigation is scrutinised and discussed by a cadre of senior investigating officers prior to being closed.

Over the last year a concerted commitment to recruitment and training has resulted in a doubling of the cadre of Sexual Offences Liaison Officers (SOLOs) that are trained to respond to the needs of people reporting sexual offences in Edinburgh. This investment has allowed a significant improvement to service delivery.

A key test of our quality of service is via anonymised feedback from survivors of sexual violence, delivered to us by our partners in Edinburgh Rape Crisis (ERCC). Recent feedback from survivors regarding their experience of engaging with the Edinburgh Public Protection Unit has been overwhelmingly positive and the good relationship with ERCC means that where areas for improvement are identified they can be addressed quickly.

The increase solvency in lewd & libidinous practices (reports of which all relate to non-recent child abuse, as the offence was superseded by the Sexual Offences (Scotland) Act in 2010) provides reassurance that regardless of when offences have occurred we will pursue perpetrators. Edinburgh has a team officers dedicated to this type of historical enquiry and in addition to single reports made by victims they have progressed several large scale investigations in the last period. Whilst specific commentary can't be made as enquiries are still ongoing, it is anticipated that multiple and significant charges will be brought against a number of individuals as a consequence.



Drug Supply crime includes:

- Manufacture or cultivation of drugs
- Supply of drugs to another (including intent)
- Bringing drugs into prison

Drug Supply Recorded Crime



Drug Supply Solvency



Period	Drug Supply Recorded Crime	Drug Supply Solvency
April – September 2023	2276	96.4%
April – September 5 year average	2341	95.9%
% change from 5 year average	-2.8%	+0.4%

Page 133

Total drug crime has reduced by 2.8% (65 fewer crimes) and solvency has increased by 0.4% to 96.4% against the 5 year average.

- Production, manufacture or cultivation of drugs has reduced by 33.0% (15 fewer crimes).
- Supply of drugs has reduced by 2.4% (9 fewer crimes) and solvency has reduced by 12.7% to 79.4% against the 5 year average. The reduction in solvency is largely due to the pending forensic analysis of controlled substances and electronic devices.
- Possession of drugs has reduced by 3.3% (63 fewer crimes) and solvency has increased by 3.6% to 100.5% against the 5 year average.
- Bringing drugs into prison has reduced by 54.9% (15 fewer crimes) against the 5 year average. This reduction is a consequence of reduced visitor numbers to the prison and improved prevention mechanisms.
- Partnership work with the National County Lines Co-ordination Centre continues, with the aim of reducing the opportunities for external Serious and Organised Crime Groups to supply controlled substances in Edinburgh, whilst also providing safeguards for exploited children.

County Lines

County Lines – Case Study

A dedicated focus to identify and target those involved in County Lines-linked Serious and Organised Crime within Edinburgh led to the conviction of three men on Wednesday 30th August 2023.

Mohammed Miah, 29, Abdul Khan 24, and Jamie Fullalove, 22, all of whom originate from Bradford, previously pleaded guilty to drug supply offences in connection with the supply of controlled drugs. The offences took place between July 2018 and June 2020 and the charges were aggravated by the connection to Serious and Organised Crime.

Miah and Khan were recognised by the court as being members of the organised crime group that persuaded vulnerable addicts throughout Edinburgh to allow their homes to be used for drug dealing. They were sentenced to a total of 11 years in prison, with Fullalove ordered to complete a community payback order.

Detective Sergeant Mark Walker

“We remain committed to disrupting the illegal sale and supply of drugs. The police investigation focused on the movements and actions of the trio and how they operated throughout the city.”

Moira Orr, COPFS Homicide and Major Crime Lead

“This was a coordinated effort to bring significant quantities of illegal and harmful drugs to Scotland through a county lines operation.

“These men are now serving prison sentences thanks to an extensive police operation, working with the Crown Office and Procurator Fiscal Service to investigate a network of drug supply. This underlines our commitment to the Serious and Organised Crime Taskforce and the country’s Serious and Organised Crime Strategy.

We are targeting all people who threaten communities across Scotland, not only drug couriers, but also those who direct their movements. With each case of this kind, we can help reduce the harm these drugs inflict on those communities.”



Group 3 crime includes:

- Housebreaking
- Theft of / from motor vehicles
- Shoplifting
- Common theft
- Fraud

Group 3 Recorded Crime



Group 3 Solvency



Group 3 crime includes:	Group 3 Recorded Crime	Group 3 Solvency
April – September 2023	8486	21.0%
April – September 5 year average	7979	24.1%
% change from 5 year average	+6.3%	-3.2%

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- Acquisitive crime has increased by 6.3% (507 more crimes) against the 5 year average.
- Housebreaking, which includes domestic premises, businesses, sheds and garages, has reduced by 28.9% (260 fewer crimes) against the 5 year average.
- Domestic housebreaking has reduced by 25.0% (100 fewer crimes) against the 5 year average. Solvency has increased by 1.4% to 25.7%.
- Motor vehicle crime has increased by 4.1% (44 more crimes) against the 5 year average.
- Shoplifting has increased by 51.8% (945 more crimes) against the 5 year average, whilst common theft has reduced by 5.2% (106 fewer crimes) against the 5 year average. The rise in shopliftings is reflected UK-wide and has been attributed, in part, to the cost of living crisis. Edinburgh Policing Division is working with partners in the retail sector in developing a number of approaches aimed at preventing and detecting this form of criminality.
- Fraud has increased by 22.5% (191 more crimes) against the 5 year average, which is reflective of a wider national trend. A significant proportion of this is perpetrated via electronic means. Police Scotland and the Scottish Police Authority's joint strategy for the future of policing in Scotland, includes the commitment to develop a specific cyber strategy to transform Police Scotland's internal cyber capability and response. This enables the delivery of proactive support to individuals, communities and partners that embeds resilience and aligns to our wider preventative model.

Acquisitive Crime

Case Study

Jye Slater is a recidivist, relentless offender who first began committing Housebreakings around 2017 and has spent most of his teenage years in secure units, HMP Polmont and now prison. The CIU were conducting pro-active enquiries into Slater due to his links to acquisitive crime, when an incident occurred resulting in him driving a motor vehicle at officers before making off. Slater was subsequently traced, arrested and remanded in custody during April 2023.

On 08/11/23 Slater was sentenced to 32 months' imprisonment and received an 82-month driving ban.

Detective Inspector Gordon Couper, Community Investigation Unit

"The work of the CIU involves disrupting individuals insistent on committing crime and taking every opportunity possible to present them to COPFS. Jye Slater is a young male who, despite intervention by partner agencies through his younger years and repeated attempts to divert him from criminal activity, continues to place members of the public at risk of harm. I welcome this lengthy sentence and further driving ban that I hope will serve as a deterrent to him and others from criminal activity."

"Housebreakings are crimes that are investigated by the Community Investigation Unit (CIU) who are specialist officers who build up an in-depth knowledge of these offences and those responsible, many of whom are career criminals with advanced skillsets to carry out their activities.

A large part of the CIU work is the post-event investigation, which can be challenging and time-consuming due to vehicles being stolen, cloned and thereafter used in the further commission of crime, or moved around the country in order to sell for financial gain. This widening geography of investigation and the digital work around tracking devices and mobile phones now require specialist resources to pull extensive data and investigative leads together in order to secure arrests and convictions.

I feel extremely positive about the overall decrease in housebreakings. Through continued efforts alongside strong links to partner agencies and internal departments, I am confident that this trend will continue."



Group 4 crime includes:

- Culpable and reckless conduct
- Vandalism
- Fireraising

Group 4 Recorded Crime



Group 4 Solvency



	Group 4 Recorded Crime	Group 4 Solvency
April – September 2023	2,036	22.1%
April – September 5 year average	2,415	21.4%
% change from 5 year average	-15.7%	+0.7%

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Anti-Social Behaviour (ASB) incidents have reduced by 21.7% (4441 fewer incidents), with 16071 reported this year to date. The 5 year average has been heavily influenced by a substantial increase in Covid-19 related calls recorded in 2020 and 2021.

- Group 4 crime has reduced by 15.7% (379 fewer crimes) against the 5 year average.
- Fireraising has reduced by 12.4% (15 fewer crimes) against the 5 year average..
- Vandalism has reduced by 18.5% (384 fewer crimes) against the 5 year average.
- Public nuisance incidents have reduced by 6.8% (272 fewer incidents) against LYTD, whilst noise complaints have reduced by 4.4% (133 fewer incidents) against LYTD.

Op Crackle

Chief Inspector Kieran Dougal, North East Local Area Commander

This year we faced significant disorder, primarily within Niddrie and the Hays, the type and scale not previously experienced in Scotland. The response to this from our conventional and public order officers was outstanding, working in unity to protect the community.

Around 30 people were responsible for launching fireworks, petrol bombs and other items at our officers, buildings and vehicles. Despite this, there were no large-scale fires or barricades, nor was there looting of shops as seen in previous years. The manner in which our officers were deployed, as well as the use of dispersal orders, proactive arrests and other tactics almost certainly mitigated the possibility of more significant disorder.

As an organisation and as individuals our officers have protected their communities, fellow citizens, other emergency services and their colleagues. Their commitment, dedication and bravery was evident.

Unfortunately a number of officers were injured during the operational response. I want to provide reassurance that these acts of violence will not be tolerated and the Crackle Investigative team have already identified a great number of those responsible.

Enforcement is well underway and will continue for the foreseeable. The team is working swiftly to bring offenders to justice, whilst working closely with COPFS and Social Work to ensure appropriate sentencing and other measures are considered.

To date, 16 people have been reported for 35 offences, with a number of other individuals already identified.



Group 7 crime includes:

- Dangerous Driving
- Drink / Drug Driving
- Speeding
- Driving without a Licence
- Mobile phone offences
- Using a vehicle without an MOT certificate

Group 7 Recorded Crime

Group 7 Solvency



April – September 2023	4686	82.3%
April – September 5 year average	4578	83.3%
% change from 5 year average	+2.4%	-1.0%

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- Group 7 crime has increased by 2.4% (68 more crimes) and solvency has reduced by 1.0% to 82.3% against the 5 year average.
- Dangerous driving offences have reduced by 2.1% (3 fewer offences) against the 5 year average.
- Driving without a licence offences have reduced by 9.0% (27 fewer crimes) against the 5 year average.
- Driving without insurance offences have increased by 0.3% (2 more crimes) against the 5 year average.
- There have been 3 fatal collisions this year compared to 6 fatal collisions LYTD.
- There has been a decrease of 50.6% (43 fewer collisions) in serious injury collisions and a decrease of 45.1% (110 fewer collisions) in those resulting in slight injury.
- Disqualified driving offences have decreased by 23.5% (13 fewer offences).
- Speeding offences have increased by 87.9% (291 more crimes) against the 5 year average. The number of recorded speeding offences is significantly higher than in any of the previous 8 years, and is more than double all bar 2 of those years. The majority of these offences are recorded by means of safety cameras, which also are responsible for a 52.1% (n=95.6) increase in Drivers Neglect of Traffic Directions. This increase is the consequence of a change to the national crime system, and our recording of offences now reflects a unified national approach in how fixed penalties are reported.

Road Policing

Police Inspector Kosmas Papakyriakou:

The Summer Drink Drive campaign ran from 3rd – 16th July and saw a series of road checks carried out across the city by both RP and division. This was followed by Commercial Vehicle week, whereby Edinburgh Road Policing arranged and led a multi-agency check at Newbridge on 21st July. Working alongside partners from DVLA, DVSA, Customs & Excise, and Department of Work & Pensions. There was a great variety of work, with in excess of 60 vehicles stopped and 30 offences found.

Edinburgh Road Policing continue to participate in local, regional and national Road Safety initiatives. During August, Road Policing joined up with local officers to carry out road checks in support of the Drug Drive campaign. Intelligence-led patrols and vehicle stops have seen officers make three separate significant drug recoveries following vehicle stops in Oxfangs, Gorgie and Leith.

During the last week of August and first week of September, Road Policing officers worked with local and specialist officers to carry out a range of activities in relation to vehicle thefts. Edinburgh Road Policing officers have recovered stolen vehicles worth a collective total of £267k during September alone, and were involved in a series of focused road checks that were located at key points in the city, resulting in over 250 vehicles being stopped.

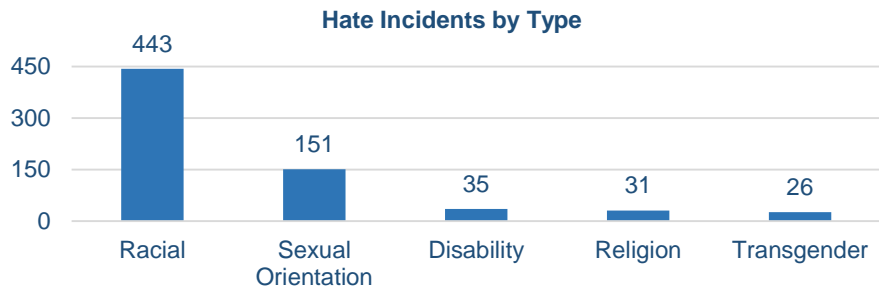
A joint speed check took place with Lothian buses in the area of East London Street following a number of complaints. Of 81 buses checked, the highest recorded speed was 22mph.

Late September saw a focus on Vulnerable Road Users, with a day of action around the Meadows, engaging with cyclists and pedestrians and issuing a number of FPTs. This was supported by a Close Pass operation with South-East Community Policing Team. There was a multi-agency check at Seafield with in excess of 60 vehicles checked and more than 20 offences detected.

	Hate Incidents	Hate Crimes	Hate Crime Solvency
April – September 2023	641	464	47.4%
April – September 5 year average	663	603	59.4%
% change from 5 year average	-3.3%	-23.0%	-12.0%

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- Hate crimes have reduced by 23.0% (139 fewer crimes), while hate incidents have decreased by 3.3% (22 fewer incidents) compared to the 5 year average.
- Solvency for hate crime has reduced by 12.0% against the 5 year average to 47.4%, driven by a combined reduction in offences in the city centre, which typically carry a higher solvency rate, coupled with a small reduction in overall solvency in that area.
- Racially aggravated incidents have reduced by 1.6% (7 fewer incidents) compared to LYTD, and incidents aggravated by sexual orientation have increased by 2.7% (4 more incidents) compared to LYTD.



Edinburgh Inter-Faith Association

The relationship between the Equality and Diversity officers within the PIP department and Edinburgh Inter-Faith Association continues to grow and strengthen. EIFA regularly host faith 'Roadshows' in primary schools across Edinburgh and police officers always attend in partnership. This gives young members of our community a chance to learn about different faiths along with hate crimes and discrimination. They are taught what to do if they witness or are subjected to unacceptable behaviour and it gives officers a chance to positively engage with the students.

Joe Goldblatt, EIFA's chair, who hosts the roadshows stated:

"Never before in my lifetime has this kind of programme been more needed. What you are doing is so important and much appreciated".

He also speaks fondly of police involvement on his public blog, joegoldblatt.scot, where he quotes a child from one of the roadshows who answered "what have you learnt today?" by saying "The police are not only here to help us if we are in trouble, they are also our friends".

With many upcoming events planned to be jointly hosted by EIFA, PC Clark and PC Noble, this relationship is going from strength to strength.



EIFA Roadshow, Dalry Primary School



	All Domestic Abuse Incidents	Domestic Crimes	Domestic Abuse Solvency
April – September 2023	2706	1189	70.5%
April – September 5 year average	2875	1659	67.6%
% change from 5 year average	-5.9%	-28.5%	+4.3%

- Domestic abuse incidents have reduced by 5.9% (169 fewer incidents) against the 5 year average.
- Domestic crimes have reduced by 28.5% (470 fewer crimes) against the 5 year average.
- Solvency has increased by 4.3% to 70.5% against the 5 year average.
- Domestic Bail offences have increased by 9.5% (16 more crimes) against the 5 year average.
- Disclosure Scheme for Domestic Abuse Scotland (DSDAS) referrals have continued to increase on last year. The scheme provides means of sharing information about an abusive partner's past. Increased numbers of applications are being received by partner agencies demonstrating a greater awareness of the scheme and its key role in the provision of protection to those who may be at risk of domestic abuse.

Domestic Abuse

DI Mhairi Cooper, Public Protection Unit:

The Domestic Abuse Investigation Unit (DAIU) based in Edinburgh continue to adopt a proactive approach to the Disclosure Scheme for Domestic Abuse Scotland (DSDAS), scrutinising domestic incidents and liaising with partner agencies for opportunities to intervene in potentially abusive relationships. There has been an increase in the Right to Ask route into the scheme and this has come on the back of increased messaging of the scheme in the public domain.

The DAIU work closely with Edinburgh Women's Aid and the local authority to ensure that not only are disclosures made, but that potential victims are afforded appropriate follow-up support to assist them in dealing with the information provided to them about their partner's past abuses.

As previously highlighted, DSDAS disclosures have increased by more than 160% since the inception of the scheme, and this continues to rise month-on-month. This, combined with MARAC, MATAAC, interventions, divert and deter strategies, safeguarding visits, partnership work, case conferences and many other functions, means that the DAIU Safeguarding Team have an ever-increasing demand placed on them.

To address this changing landscape, the DAIU Safeguarding Team have seen an uplift in one Detective Sergeant and two Detective Constable posts to support their function.

Given the uplift in resourcing on the Safeguarding Team, we now have a dedicated Detective Sergeant to manage the DSDAS system and allow for applications to be moved through the stages timeously. We have also managed to secure the assistance of a modified officer to assist with the administrative tasks, which includes the short turnaround of paperwork for weekly DMF meetings, as well as inputting new applications, carrying out research and responding to divisional enquiries on the database, allowing us to free up an officer for other safeguarding duties, including the actual delivery of the disclosures.



East Fraud Triage Hub

In September 2023, the Fraud Strategy and Operating Model Coordinating Group and ACC Mairs agreed that an expansion of the Edinburgh Division fraud triage pilot be commenced in the terms of the creation of an East Fraud Triage Hub. The hub is resourced from E, C, J and P Divisions' existing resources to bring about the comprehensive change necessary to become a centre of excellence in the triage, management and recording of fraud-related crimes in Scotland. By exploring the different elements of our organisation, and taking cognisance and learning from across Scotland, we have developed our objectives and designed enablers to direct our transformation.

The rising volume and complexity of cybercrime and frauds presents significant challenges to Police Scotland's operational effectiveness; this alongside a disparate approach to triaging and investigating frauds led to a local review of fraud management within E Division. Fraud demand currently far outstrips capacity and the limited number of Police Scotland's skilled resources devoted to tackling fraud are only able to undertake predominantly reactive investigations into incidents that pose the greatest threat, risk and harm.

Across Scotland and the rest of the UK, fraud is one of the fastest growing crime types. Fraud not only encompasses new and evolving crime types, but also enables traditional elements which are now committed using technology. The Police Scotland Cyber Strategy recognises the need to transform, to ensure current and future challenges are met, and to maintain public trust and confidence. As such Police Scotland requires significant transformation to better respond to the exponential growth and changing landscape of fraud.

The East Fraud Triage Hub will deliver changes aligned to the overall Annual Police Priorities 2023/24 objectives:

Outcome 1 - Threats to public safety and wellbeing are resolved by a proactive and responsive police service	Objective - We keep people safe in the physical and digital world
Outcome 2 - The needs of local communities are addressed through effective service delivery	Objective - Support our communities through a blend of local and national expertise
Outcome 5 - Police Scotland is sustainable, adaptable and prepared for future challenges	Objective - Support operational policing through the appropriate digital tools and delivery of best value

This East Fraud Triage Hub will significantly improve the ability of Police Scotland officers and staff to respond to the developing fraud threats, improve service delivery and establish in Police Scotland's aim of becoming a global leader in this field. In addition, it will reduce the time spent by front-line officers investigating these offences.

The prime directive of the hub is to work alongside specialist banking departments, trading standards, business resilience organisations, Scottish Government and partner agencies to identify new and emerging crime trends, share information and build intelligence. This multi-agency approach, identifies vulnerabilities, allowing protective and preventative work to be carried out by all organisations increasing the intelligence picture, the specialist officers link previously unlinked crimes and associate these crimes to existing or newly formed crime groups committing fraud through daily triaging of all frauds reported to Police Scotland.

The benefits of the triaging and multi-agency approach is the creation of a sustainable model that will create a future-proofed approach to managed demand associated to triaging fraud, and is providing relevant and useable data and intelligence to law enforcement and partner agencies on new and emerging trends. It will improve the victim experience and victim satisfaction, increase intelligence, increase policing capacity and reduce demand on policing and partner resources and improve criminal justice outcomes. The hubs operating model will prevent crime, reduce harm, will contribute to an improved understanding of the threat from serious and organised crime and will improve systems inter-operability and align with other national programmes of work.

By developing investigative standards, Police Scotland will be able to better manage demand and resource across the organisation to ensure the threat and risk of fraud reports are triaged at the outset with clear lines of responsibility for where they should be directed within the organisation. With proactive fraud capability in line with Police Scotland's Cyber strategy and acknowledgement that prevention will play a pivotal role, we have developed a partnership approach to fraud that will deliver successful outcomes to our communities and enhance Scotland's resilience.

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Preventative Approaches and Enforcement Activity – North East

North East Community Policing Team (CPT) and the North East Support Team (NEST – made up of Special Constables) sought to improve road safety through regular, proactive engagement and enforcement at static road checks at Seafield Road, Leith Walk, Niddrie Mains Road and Milton Road West.

A joint operation with HMRC, DVLA and DVSA resulted in:

- HMRC obtained details of 20 drivers who required further investigation,
- DVLA clamped one vehicle.
- DVSA found 7 vehicles with prohibitions, 6 of which required immediate removal from road use.
- Police issued 11 x Conditional Offers, 1 x report for driving whilst disqualified, 1 x seizure for no insurance.

In a response to a spike in housebreakings, CPT and NEST deployed with Roads Policing and J Division SIT at several locations as part of Op Greenbay. An Automatic Number Plate Recognition car was deployed, with over 700 cars scanned, resulting in more than 80 vehicles being stopped and a large number of offences reported.

NEST, accompanied by J Division Specials Initiative Team and the British Red Cross undertook a variety of simulated incidents supported by a Lothian Buses (who provided a bus as a training locus) this included domestic violence, drugs recovery and serious assaults.

CPT and NEST have also been conducting proactive patrols, both uniformed and plain-clothed, in the area of Pilrig Park in relation to reports of drug dealing following a large seizure in August.



Local Partnerships – City Centre

The Old Town area continues to be challenged with the issues of vulnerable drug users, specifically in the Hunter Square area. The Wellbeing Wednesday initiative will restart in the winter months and is to be extended for additional days throughout the week. The initiative was set up by Streetworks working closely with Police Scotland and Edinburgh Health & Social Care Partnership. The physical landscape of Hunter Square is also being discussed at elected representative level within City of Edinburgh Council following a recent meeting with local businesses and retailers and comments from a prior Environmental Visual Audit from Police Scotland. Operation Taupe continues with enhanced presence in the area to offer reassurance to the businesses and community. Whilst vulnerability exists with persons attending the area, enforcement will continue with Old Town Exclusion Orders being requested.



Mounted officers patrolling Hunter Square and Nicholson Square with Community Officers

Shoplifting continues in high end retailers in the city centre, including at St James Quarter. The Business Improvement District officer has been working closely with Partnerships, Interventions & Preventions to provide crime prevention advice and support to businesses. In addition, following recent thefts from Edinburgh Trams, the South-East Central Initiative Team were successful in apprehending a male responsible for these thefts.

In the city centre, Operation Verbeia focuses on youth antisocial behaviour with a number of central retailers suffering from this issue. The community team routinely reviews youth disorder and shoplifting incidents, following up with community reassurance work and leading on enquiries where appropriate. Offenders are often found to be from outwith the immediate area and the network of School Link Officers across the city is invaluable in providing identification of those responsible.

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Success means public and communities are engaged, involved and have confidence in policing

Police Scotland is committed to a monthly User Satisfaction Survey. A change in process in January 2020 now sees a minimum of 123 surveys being conducted by an external consultancy every month within Edinburgh, to provide feedback on the public’s interactions with the police. Participants are sent SMS messages containing a link to a survey, which they then complete.

	Appropriate Response	Adequately Updated	Overall Satisfaction
E Division	60.90%	42.71%	63.44%
Force	62.05%	47.79%	67.01%

Engagement and involvement are key aspects of policing, identifying local priorities, problem solving and ensuring our communities have confidence in policing. We work hard to use the findings of these surveys to identify areas for service delivery improvement.

Community Engagement – North-West Edinburgh

Building on foundational work undertaken with City of Edinburgh Council in respect of the Contextual Safeguarding project and in preparation of the anticipated challenges of Bonfire season, partnership-working with Craigmoynton Community High School set in place a programme of diversionary and engagement measures. Discussions with the head teacher resulted in a residential trip from 3rd to 6th November for 20 pupils involved in last year’s disorder being organised. This was supplemented by additional provisions from youth groups across the North-West.

The impact of this work, along with the wider police approach to Bonfire Night, saw a negligible amount of disorder within the North-West of the City.

Further to this, in partnership with the Scottish Violence Reduction Unit, a presentation was delivered to all school staff highlighting the warning signs and challenges surrounding Child Criminal Exploitation. Supplementary discussions will take place with key staff as to how further support can be integrated into the school going forwards through the use of mentors. It is hoped this training can be extended to all School Liaison Officers and to include the head teachers from all secondary schools across the North West.

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Specials / PSYV

- Special Constables attended an online Continuous Professional Development training event hosted by the Volunteer Coordination Unit and Roads Policing Collision Investigation Oversight Unit. The officers worked on their report writing and handheld speed gun training.
 - SC deployments in the reporting period included: NEST deployments, a citations initiative, cycle patrols, sporting events, Tattoo deployments, provided policing support for protests, supporting local initiatives, Op Crackle deployments, and conducting response duties with our teams across the city.
- PSYV (Police Scotland Youth Volunteers) training for October – Initial training programme weekend completed for new starts. Training inputs included first aid & dangers of alcohol for young people. Further inputs for online safety/protection were delivered locally.
- PSYV deployments include King’s Coronation at St Giles, UCI Cycling event at the Queen’s Park, working with British Transport Police & Tattoo deployments.
 - Open Doors day completed on 23rd September at Lothian Buses. PSYV assisted the PIP with crime prevention stall & handing out “It’ll Cost You” leaflets on underage drinking.

Training & Development

- Work has commenced to allocate all Sergeants and Inspectors to the Your Leadership Matters – First Level Leaders Programme. Courses will run over the next 12 months with attendance being mandatory. Dozens of officers have already undertaken the training. Local consolidation inputs have been arranged by Edinburgh’s leadership team.
- An information video has been produced and posted to better support officers when preparing and giving evidence in court.
- People & Development will ensure Edinburgh’s tutor constables will have access to the new national refresher course.
- The divisional induction week was completed by 9 probationary officers in September. This was the first course to be given the Lifelines (Scotland) Resilience and Self-care input. Feedback on the session was very positive.
- All non-essential training nationally will be paused between 11/12/23 – 31/01/24 to support operational policing over the festive period. Training staff affected will return to their home divisions for that period.

Comms / Wellbeing

- Edinburgh’s Everyday Successes section of the internet is updated regularly, highlighting the positive contributions and good work conducted by officers and staff working within the City.
- One divisional nomination was supported to the final award ceremony of the national Scottish Women’s Development Forum Awards.
- Divisional Scottish Police Recreation Association Committee purchased a new TV for St Leonard’s Police Station, advertised and sold Christmas panto tickets, and opened up applications for a children’s Christmas party. Coordinators helped secure a further £2,400 of funding, providing welfare packages for officers deployed during Op Crackle. Gym equipment at Corstorphine, Leith and Gayfield will be refurbished imminently.
- Pre-natal coffee mornings have been arranged for officers scheduled to go on maternity leave.



Overall Crime

*During 2020/21 there were a variety of Covid-19 pandemic restrictions and lockdowns. It is recommended that the primary comparator to use as a baseline is a five-year average, however this continues to be impacted by the adverse trends seen during 2020-21.

Recorded Crime					
	22/23	23/24	% change from 22/23	5 year mean	% change from 5 year mean
Group 1-5	13,935	14,689	5.4	14,224.6	3.3
Group 1-7	23,997	25,261	5.3	25,053.4	0.8
Group 1	498	597	19.9	485.2	23.0
Group 2	624	646	3.5	636.8	1.4
Group 3	7,645	8,486	11.0	7,979.4	6.3
Group 4	2,381	2,036	-14.5	2,414.8	-15.7
Group 5	2,787	2,924	4.9	2,708.4	8.0
Group 6	5,458	5,886	7.8	6,250.4	-5.8
Group 7	4,604	4,686	1.8	4,578.4	2.4

Solvency %					
	22/23	23/24	% change from 22/23	5 year mean	% change from 5 year mean
Group 1-5	36.0	37.5	1.5	39.5	-2.0
Group 1-7	50.4	51.6	1.2	53.5	-1.9
Group 1	60.6	55.1	-5.5	65.2	-10.1
Group 2	51.3	56.7	5.4	56.5	0.1
Group 3	19.5	21.0	1.5	24.1	-3.2
Group 4	19.1	22.1	3.0	21.4	0.7
Group 5	87.9	88.2	0.3	92.1	-3.9
Group 6	62.0	62.4	0.4	63.7	-1.3
Group 7	80.4	82.3	1.9	83.3	-1.0



Group 1 – Non Sexual Crimes of Violence

Recorded Crime					
	22/23	23/24	% change from 22/23	5 year mean	% change from 5 year mean
Group 1 Total	498	597	19.9	485.2	23.0
Murder	3	3	-	2.4	25.0
Culpable Homicide	0	5	-	1.6	212.5
S1 Domestic Abuse	57	69	21.1	x	x
Att Murder	18	12	-33.3	12.6	-4.8
Serious Assault	150	168	12.0	162.2	3.6
Robbery	83	122	47.0	124.2	-1.8

Solvency %					
	22/23	23/24	% change from 22/23	5 year mean	% change from 5 year mean
Grp 1 Total	60.6	55.1	-5.5	65.2	-10.1
Murder	100.0	100.0	-	108.3	-8.3
Culpable Homicide	x	80.0	x	62.5	17.5
S1 Domestic Abuse	87.7	73.9	-13.8	x	x
Att Murder	94.4	100.0	5.6	96.8	3.2
Serious Assault	76.7	76.2	-0.5	72.5	3.7
Robbery	73.5	82.8	9.3	68.1	14.7



Group 2 – Sexual Crimes

Recorded Crime					
	22/23	23/24	% change from 22/23	5 year mean	% change from 5 year mean
Total Group 2	624	646	3.5	636.8	1.4
Rape	110	97	-11.8	106.8	-9.2
Sexual Assault	210	186	-11.4	192.4	-3.3
Lewd & Libidinous	73	51	-30.1	61.4	-16.9
Indecent Communications	46	52	13.0	63.0	-17.5
Threat/Disclose Intimate Image	27	37	37.0	32.4	14.2

Solvency %					
	22/23	23/24	% change from 22/23	5 year mean	% change from 5 year mean
Total Group 2	51.3	56.7	5.4	56.5	0.1
Rape	59.1	48.5	-10.6	55.2	-6.8
Sexual Assault	40.0	43.5	3.5	44.4	-0.8
Lewd & Libidinous	43.8	92.2	48.3	65.8	26.4
Indecent Communications	67.4	73.1	5.7	66.3	6.7
Threat/Disclose Intimate Image	48.1	40.5	-7.6	46.3	-5.8



Group 3 – Acquisitive Crime

Recorded Crime					
	22/23	23/24	% change from 22/23	5 year mean	% change from 5 year mean
Total Group 3	7,645	8,486	11.0	7,979.4	6.3
Housebreaking Dwelling	289	300	3.8	400.2	-25.0
Housebreaking Non-Dwelling	251	214	-14.7	281.8	-24.1
Housebreaking other	163	125	-23.3	217.2	-42.4
Total Housebreaking	703	639	-9.1	899.2	-28.9
OLP Motor Vehicle	240	308	28.3	289.6	6.4
Theft of Motor Vehicle	424	410	-3.3	335.6	22.2
Theft from Motor Vehicle	320	318	-0.6	373.0	-14.7
Total Motor Vehicle	1,086	1,109	2.1	1,065.2	4.1
Theft Shoplifting	1,793	2,770	54.5	1,825.2	51.8
Common Theft	2,152	1,932	-10.2	2,037.6	-5.2

Solvency %					
	22/23	23/24	% change from 22/23	5 year mean	% change from 5 year mean
Total Group 3	19.5	21.0	1.5	24.1	-3.2
Housebreaking Dwelling	29.1	24.3	-4.7	25.7	-1.4
Housebreaking Non-Dwelling	3.6	7.0	3.4	8.7	-1.7
Housebreaking other	36.2	36.8	0.6	38.2	-1.4
Total Housebreaking	21.6	21.0	-0.7	23.4	-2.5
OLP Motor Vehicle	10.0	7.5	-2.5	9.0	-1.5
Theft of Motor Vehicle	15.3	16.6	1.3	26.2	-9.6
Theft from Motor Vehicle	7.8	14.2	6.3	8.7	5.5
Total Motor Vehicle	11.2	12.9	1.7	14.5	-1.6
Theft Shoplifting	39.0	34.5	-4.6	46.9	-12.4
Common Theft	12.3	15.5	3.2	14.4	1.1



Group 4 – Fire-raising, Vandalism etc.

Recorded Crime					
	22/23	23/24	% change from 22/23	5 year mean	% change from 5 year mean
Total Group 4	2,381	2,036	-14.5	2,414.8	-15.7
Fire-raising	151	106	-29.8	121.0	-12.4
Vandalism	1,925	1,688	-12.3	2,072.2	-18.5
Culpable & Reckless	295	224	-24.1	212.4	5.5

Solvency %					
	22/23	23/24	% change from 22/23	5 year mean	% change from 5 year mean
Total Group 4	19.1	22.1	3.0	21.4	0.7
Fire-raising	17.9	30.2	12.3	18.0	12.2
Vandalism	17.9	19.7	1.9	19.8	-0.1
Culpable & Reckless	28.5	35.7	7.2	39.7	-4.0



Group 5 – Other Crimes

Recorded Crime					
	22/23	23/24	% change from 22/23	5 year mean	% change from 5 year mean
Total Group 5	2,787	2,924	4.9	2,708.4	8.0
Carry offensive weapon	81	107	32.1	74.8	43.0
Handling bladed/pointed weapon	175	126	-28.0	145.4	-13.3
Bladed/pointed used in other criminality	95	100	5.3	83.6	19.6
Total offensive weapon	494	491	-0.6	418.4	17.4
Supply of drugs	177	271	53.1	197.4	37.3
Possession of drugs	1,180	1,033	-12.5	1,091.4	-5.4

Solvency %					
	22/23	23/24	% change from 22/23	5 year mean	% change from 5 year mean
Total Group 5	87.9	88.2	0.3	92.1	-3.9
Carry offensive weapon	72.8	72.9	0.1	82.9	-10.0
Handling bladed/pointed weapon	85.1	88.9	3.7	87.9	1.0
Bladed/pointed used in other criminality	68.4	73.0	4.6	74.6	-1.6
Total offensive weapon	75.5	73.5	-2.0	80.6	-7.1
Supply of drugs	81.9	82.7	0.7	88.8	-6.1
Possession of drugs	88.5	91.6	3.1	92.0	-0.4



Group 6 – Miscellaneous Offences

Recorded Crime					
	22/23	23/24	% change from 22/23	5 year mean	% change from 5 year mean
Total Grp 6	5,458	5,886	7.8	6,250.4	-5.8
Common assault	2,565	2,865	11.7	2,780.6	3.0
Common assault - emergency workers	314	318	1.3	311.4	2.1
Total Common assault	2,879	3,183	10.6	3,092.0	2.9

Solvency %					
	22/23	23/24	% change from 22/23	5 year mean	% change from 5 year mean
Total Grp 6	62.0	62.4	0.4	63.7	-1.3
Common assault	54.1	54.2	0.1	53.3	0.8
Common assault - emergency workers	95.5	97.5	1.9	97.1	0.4
Total Common assault	58.6	58.5	-0.1	57.7	0.8



Group 7 – Offences Related to Motor Vehicles

Recorded Crime					
	22/23	23/24	% change from 22/23	5 year mean	% change from 5 year mean
Total Group 7	4,604	4,686	1.8	4,578.4	2.4
Dangerous Driving	152	133	-12.5	135.8	-2.1
Drink / Drug Driving	245	236	-3.7	215.4	9.6
Speeding Offences	222	622	180.2	331.0	87.9
Driving whilst Disqualified	63	52	-17.5	70.0	-25.7
Driving without a Licence	336	275	-18.2	302.2	-9.0
Insurance Offences	819	777	-5.1	774.6	0.3
Seat Belt Offences	77	75	-2.6	117.6	-36.2
Mobile Phone Offences	208	158	-24.0	164.0	-3.7
Driving Carelessly	387	316	-18.3	385.2	-18.0
Using a MV without MOT	506	430	-15.0	556.6	-22.7

Police Scotland's Quarter 1 Performance Report for the Scottish Police Authority can be found [here](#).

Police Scotland quarterly performance statistics by council and policing division are available [here](#). If reviewing Divisional figures, Edinburgh's performance data can be found on the 'Data Div6' tabs. If reviewing Council figures, Edinburgh's performance data can be found on the 'Data CA (12)' tabs.

Recorded and detected crime data at MMW level, Road Traffic Collision (RTC) data (casualties and circumstances), and Stop/Search data can be found at the links below:

<https://www.scotland.police.uk/about-us/how-we-do-it/road-traffic-collision-data/>

<https://www.scotland.police.uk/about-us/how-we-do-it/crime-data/>

<https://www.scotland.police.uk/about-us/how-we-do-it/stop-and-search/data-publication/>

The data found via these links is the raw data covering RTCs, Crime and Stop/Search across Scotland. This raw data does not provide easily read statistics, but can be filtered accordingly in order to provide said information.

Should you desire any information that is not detailed on our website, you may submit an access to information request by following the instructions provided [here](#)



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Culture and Communities Committee

10.00am, Thursday, 7 December 2023

Culture and Communities: Revenue Budget Monitoring 2023/24 – Month Five position

Executive/routine
Wards

Routine
All

1. Recommendations

- 1.1 It is recommended that the Culture and Communities Committee notes:
- 1.1.1 the forecast adverse outturn variance of £1.47m for the Culture and Wellbeing service and a favourable variance of £0.16m for the Parks and Greenspaces service, based on the five-month revenue budget monitoring position.
 - 1.1.2 Place Directorate is forecasting a pressure of £0.71m as at month five.
 - 1.1.3 the need for all existing pressures, savings delivery shortfalls and risks to be fully and proactively managed within Directorates.
 - 1.1.4 measures will continue to be progressed by Place Directorate to offset budget pressures and to fully deliver approved savings targets to achieve outturn expenditure and income in line with the approved budget for 2023/24.
 - 1.1.5 the ongoing risks to the achievement of a balanced budget projection for services within the remit of the Culture and Communities Committee.
 - 1.1.6 a further update will be provided to members of the Committee.

Paul Lawrence

Executive Director of Place

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Culture and Wellbeing: Revenue Budget Monitoring 2023/24 – Month Five position

2. Executive Summary

- 2.1 This report forecasts an adverse outturn variance of £1.47m for the Culture and Wellbeing service and a favourable variance of £0.16m for the Parks and Greenspaces service, based on the five-month revenue budget monitoring position.
- 2.2 Measures will continue to be progressed by Place Directorate to offset budget pressures and to fully deliver approved savings targets to achieve outturn expenditure and income in line with the approved revenue budget for 2023/24.
- 2.3 The projected Council-wide revenue budget position, based on month five, was reported to the Finance and Resources Committee on 21 November. At this stage, an overall underspend of £1.88m is being projected, including a forecast overspend of £0.71m for the Place Directorate.
- 2.4 There is potential for further risks to emerge, including inflationary uplifts and demand-led pressures, particularly in homelessness services. Given these factors, forecast adverse variances should be fully mitigated.

3. Background

- 3.1 The Council's Financial Regulations require submission of quarterly monitoring reports on service financial performance to service committees and to Finance and Resources Committee.
- 3.2 This report provides an update on financial performance for services which are within the remit of the Culture and Communities Committee - Culture and Wellbeing services, Parks and Greenspaces and Scientific Services.

4. Main report

- 4.1 Culture and Wellbeing service revenue budget for 2023/24 is £25.2m. Services provided include Cultural Partnerships and Strategy, Winter Festivals, Community Empowerment, Cultural Venues, Heritage, Museums, Libraries, Sport and Wellbeing.

- 4.2 An adverse variance of £1.47m is forecast for Culture and Wellbeing services due to the budget pressures noted at paragraphs 4.3 to 4.6.
- 4.3 The forecast variance includes £0.85m of Library service budget pressures. This is an adverse movement of £0.05m from the position reported to Culture and Wellbeing Committee on 5 October 2023. The movement follows further review of Libraries employee expenditure.
- 4.4 Winter Festivals – Festival advertising income of £0.05m has reduced the forecast shortfall against income target to £0.35m. Once confirmed, Winter Market rental income will be included against the target.
- 4.5 The Council continues to liaise with the Saltire Court landlord’s property agent seeking to mitigate additional property costs of £0.125m currently estimated for 2023/24.
- 4.6 Income recovery from the Summer Sessions is estimated to be £0.100m less than budget due to constraints on use of the Ross Bandstand. This is a favourable movement of £0.025m from the position reported to Culture and Wellbeing Committee on 5 October 2023.
- 4.7 Parks and Greenspaces revenue budget is £4.4m for 2023/24. The service forecast is for expenditure to be £0.16m less than budget, following mitigation of budget pressures.
- 4.8 Bereavement Services provided by Scientific Services are within the remit of Culture and Communities Committee. The service is forecasting outturn in line with budget.
- 4.9 The forecasts for Culture and Wellbeing, Parks and Greenspaces and Scientific Services are included in the Place Directorate budget pressure of £0.71m at month five.
- 4.10 The projected Council-wide General Fund budget position based on month five, was reported to the Finance and Resources Committee on 21 November in the report [Revenue Monitoring 2023/24 – Month Five position](#). A Council-wide underspend of £1.88m is being projected.
- 4.11 There is potential for further risks to emerge, including inflationary uplifts and demand-led pressures, particularly in homelessness services. Given these factors, forecast adverse variances should be fully mitigated.
- 4.12 All current and emerging risks will be subject to ongoing tracking, development of mitigating measures where required and review for the remainder of 2023/24.
- 4.13 The approved revenue budget for 2023/24 requires Culture and Wellbeing services to achieve incremental savings of £0.8m. These are detailed in Appendix 1 (b). It is anticipated that the ‘red’ assessed organisation review savings will be mitigated through vacancy savings in 2023/24.

5. Next Steps

- 5.1 Given the range of pressures outlined in this report and the Council-wide report, Executive Directors will be required to bring forward measures to offset residual service pressures and risks during 2023/24.
- 5.2 This month five report acutely emphasise the importance of proactive management of pressures and delivery of approved savings in maintaining the integrity of the budget framework. Given the extent of subsequent years' funding gaps, early action is required to deliver robust savings proposals, aligned to the priorities set out in the Council's business plan.

6. Financial impact

- 6.1 This report forecasts an adverse outturn variance of £1.47m for the Culture and Wellbeing service and a favourable variance of £0.16m for the Parks and Greenspaces service.
- 6.2 As of month five, an overall Council-wide underspend of £1.88m is forecast. This includes a projected overspend of £0.71m for services delivered by Place Directorate.
- 6.3 The Executive Director of Place and the Place Senior Management Team is committed to developing mitigating measures, in consultation with elected members where appropriate, with a view to achieving a balanced position by the year-end.

7. Equality and Poverty Impact

- 7.1 There are no equality, human rights (including children's rights) and socio-economic disadvantage implications arising as a consequence of this report.

8. Climate and Nature Emergency Implications

- 8.1 There are no Climate and Nature Emergency implications arising as a consequence of this report.

9. Risk, policy, compliance, governance and community impact

- 9.1 Whilst the report provides forecasts of outturn based on financial performance and conditions existing on 31 August 2023, there remains a risk that changing circumstances and events will result in further budget pressures.
- 9.2 All current and emerging risks will be subject to ongoing tracking, development of mitigation measures and review for the remainder of 2023/24.

- 9.3 Financial performance will be tracked by Place Directorate Senior Management Team and service management teams to identify and mitigate emerging financial risks.
- 9.4 There are no health and safety, governance, compliance or regulatory implications arising from this report.

10. Background reading/external references

- 10.1 [Culture and Communities: Revenue Budget Monitoring 2023/24 – Month Three position](#), Culture and Wellbeing Committee, 7 October 2023
- 10.2 [Revenue Monitoring 2023/24 - Month Five position](#), Finance and Resources Committee, 21 November 2023

11. Appendices

- 11.1 Appendix 1 (a) – Culture and Communities Committee: Revenue Budget Monitoring 2023/24 - Month Five position
- 11.2 Appendix 1 (b) – Culture and Communities Committee: Approved Revenue Budget Savings 2023/24

Appendix 1 (a) Forecast Revenue Outturn by Service

Service	Revised Budget	Projected Outturn	Projected Variance	Adverse / Favourable
	£'000	£'000	£'000	
Culture and Wellbeing				
Cultural Partnerships and Strategy	6,455	6,933	478	Adv
Community Empowerment	856	856	0	-
Heritage, Cultural Venues and Museums	2,262	2,362	100	Adv
Libraries, Sport and Wellbeing	15,387	16,237	850	Adv
Directorate and service-wide costs.	267	307	40	Adv
Total – Culture and Wellbeing	25,227	26,695	1,468	Adv
Parks and Greenspaces	4,366	4,210	(156)	Fav

Appendix 1 (b) Approved Revenue Budget Savings 2023/24

Service	Saving Description	2023/24 £'000	Red/Amber/Green/Black assessment
Cultural Partnerships and Strategy	Non-core cultural grants	250	Green
Cultural Partnerships and Strategy	Public Safety and Resilience Organisational Review	40	Amber
		200	Red
Community Empowerment	Lifelong Learning Organisational Review	170	Green
Heritage, Cultural Venues and Museums	Fees and Charges uplift	78	Amber
Service Wide	Fees and Charges uplift	58	Amber
	TOTAL	796	

SUMMARY	£'000	%
Green assessed	420	53
Amber assessed	176	22
Red assessed	200	25
Black Assessed	-	-
TOTAL	796	100

Culture and Communities Committee

10.00am, Thursday, 7 December 2023

Future Libraries

Executive/routine
Wards

Executive
All

1. Recommendations

1.1. It is recommended that Committee:

- 1.1.1. Notes this update on Edinburgh’s Library Service and the plans for future development;
- 1.1.2. Agrees the proposal to develop a new strategy and vision for Edinburgh City Libraries Service which will provide the framework for service delivery and development over the next five years;
- 1.1.3. Agrees to commence an engagement and formal consultation process to be undertaken with residents, service users, elected members, key stakeholders and library staff to gather views and feedback on current and future libraries service provision in order to help shape a new libraries strategy and vision and to inform future proposals for change;
- 1.1.4. Agrees to receive a future report following completion of the engagement and consultation processes, which will include any specific proposals for change and the new libraries strategy for approval;
- 1.1.5. Agrees to establish a time limited All Party Oversight Group (APOG) to oversee the development of the libraries strategy and vision; and
- 1.1.6. If Committee agrees recommendation 1.1.5, agree the membership of the APOG as proposed at paragraph 4.5 and note that the APOG will be convened at key stages of the service review.

Paul Lawrence

Executive Director of Place

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Future Libraries

2. Executive Summary

- 2.1. This report provides an overview of the proposal to develop a new strategy and vision for the library service and seeks approval to undertake engagement and consultation processes to gather views and suggestions in relation to the development work.

3. Background

- 3.1. Over 10 years have passed since the publication of the Edinburgh City Libraries Strategy, (“Next Generation Library and Information Services Strategy 2012-2015”) with unprecedented change and challenge facing the service throughout that time (including the impact of the Covid pandemic, continuous innovation in technological developments, and a changed financial landscape). Although Edinburgh’s libraries have continued to evolve and remain connected to their local communities, delivering vital services that make a positive difference in people’s lives, there is a recognition that change is needed to do things differently, more sustainably and more efficiently for the future.

Key Drivers for Change

- 3.2. There are a number of key drivers contributing to the ambition to develop a new vision and strategy for the libraries service to:
 - 3.2.1. Modernise the service in order to improve performance, shape the service into one that’s fit for the future and build on libraries post covid recovery;
 - 3.2.2. Better align with the priorities set out in the Council’s Business Plan;
 - 3.2.3. Be able to respond positively to changing customer need and expectations in a transforming digital world;
 - 3.2.4. Identify any potential efficiencies to make the service financially sustainable; and
 - 3.2.5. Maximise the use of the physical estate.

Evidence Based Approach to Change

- 3.3. Officers have undertaken an initial analysis of relevant data, statistics and trend information (Appendix 1) to better understand current use and demand for service. Some initial findings from this include:
- 3.3.1. An upward trajectory in service use and book loans post Covid as people start to return to libraries, accompanied by the sustained high use of digital services following a rapid rise in downloads during the pandemic;
 - 3.3.2. Significance of the positive impact of the programmes of events and activities delivered by libraries in encouraging the active use of the service;
 - 3.3.3. The value of partnership approaches to meeting need, as demonstrated by the success of libraries involvement in the Council's Warm and Welcoming initiative;
 - 3.3.4. The importance of the library service for children and young people with high numbers registered as active library members;
 - 3.3.5. The importance of computer and WiFi access to library customers, especially for those from areas of higher deprivation;
 - 3.3.6. The high use of self-service kiosks for transactional service use (when Edinburgh Libraries offered this service);
 - 3.3.7. The success of some libraries in areas of higher deprivation and those serving more rural communities and the wider reach and success of libraries located in hub buildings;
 - 3.3.8. The value, flexibility and success of the mobile vehicle services in reaching the most vulnerable community members; and
 - 3.3.9. The key importance of library staff especially in delivering targeted interventions.

4. Main report

Strategic Context

- 4.1. Libraries make a significant contribution across all three strategic priorities in the Council's Business Plan. The Plan prioritises developing a library service for the future which enables people to access public services locally and digitally in ways that meet their needs and expectations and contributes to a greener net zero city. To do this successfully, the Libraries Service needs to develop a new vision, strategy and proposed approach to provide a modern, sustainable library service which is fit for the future.
- 4.2. The development of the new strategy will be aligned with a number of key Council, city and national strategies including:
- 4.2.1. Citywide Cultural Strategy 2023-2030;

- 4.2.2. 20 Minute Neighbourhood Strategy;
- 4.2.3. Corporate Property Strategy;
- 4.2.4. Emerging Community Centre Strategy;
- 4.2.5. Forward: Scotland's Public Library Strategy; and
- 4.2.6. Vibrant Libraries, Thriving Schools: A National Strategy for School Libraries in Scotland 2018-2023.

Engagement and Consultation

- 4.3. In order to best shape the future libraries strategy and vision, it is proposed to undertake an extensive programme of engagement and consultation with residents, service users, elected members, key stakeholders and library staff to gather views and feedback on the current and future libraries service provision. It is anticipated that the initial engagement process is undertaken between December 2023 and spring 2024, to be followed up by a formal consultation process undertaken during early summer. The feedback from both processes will be reviewed and will inform the development of the new libraries' strategy.
- 4.4. A staff organisational review process (following the Council's Managing Change Policy) will follow the delivery of the proposed wider public engagement and consultation programme on the libraries' strategy and vision. It is recognised that library staff have been in a position of uncertainty for a long time awaiting the delivery of an organisational review. It is proposed that staff are actively engaged in the engagement and consultation process and that their views are taken into consideration. Approval of the approach will provide the staff group with a clear timeline for delivery of the organisational change process.

Governance

- 4.5. It is proposed that a time limited All Party Oversight Group (APOG) is set up to ensure Elected Members are kept informed at key stages in the development of the strategy. Committee is asked to agree to the creation of this APOG and to agree the proposed membership of the group to include Group Leaders and Culture and Communities spokespeople.

Range of Opportunities for Potential Change

- 4.6. The new strategy needs to recognise and successfully respond to the changing needs of the city's population and the ways that people choose to access library services, prioritising resources to enable community and school library services to reach more people and help them achieve improved outcomes in life.
- 4.7. A service review will be undertaken alongside the development of the new strategy in order to identify proposals for change to improve provision, performance and to deliver efficiency savings to mitigate against current budget pressures and to explore opportunities for future investment in the service.
- 4.8. A wide range of opportunities for potential change and areas for focus will be explored including:

4.8.1. The type of services that libraries deliver;

4.8.2. How services are delivered; and

4.8.3. Where and when services are delivered.

Dependencies

4.9. There are a number of key dependencies with the plans as described which include:

4.9.1. The need to invest in technology to allow the service to modernise the offer and better meet current and future customer need;

4.9.2. Any future potential changes to how libraries use the property estate to be strategically aligned with the 20 Minute Neighbourhood and Corporate Property Strategies in taking a place-based and multi-service approach which fully involves local communities in the decision-making process;

4.9.3. Development of a closer strengthened relationship between school and community libraries to best support young people to reach their full potential;

4.9.4. Modernisation of the mobile library service to enable the service to continue to reach the most vulnerable community members.

5. Next Steps

5.1. Officers will continue to gather and analyse data and performance information to inform the development of the new strategy and vision.

5.2. If Committee agree the report recommendations, public engagement and consultation processes will be undertaken. It is anticipated that the initial engagement process will take place from the end of December 2023 through to spring 2024. The findings will be analysed, and a further consultation process will be undertaken early summer 2024, informed by the findings from the engagement process.

5.3. The new libraries strategy will be developed and reported back to Committee for approval, alongside any proposals for change in service provision.

6. Financial impact

6.1. The libraries service currently has budget pressures of £0.935m. The pressures are due to:

6.1.1. Previously approved employee budget savings of £0.350m not being achieved to date and a £0.085m reduction in external funding;

6.1.2. Additional security costs of £0.140m;

6.1.3. Additional refuse and cleaning costs of £0.050m; and

6.1.4. A forecast reduction in income of £0.310m from overdue charges, photocopying, room rentals and audio/visual rentals.

- 6.1.5. There are also estimated budget pressures of £0.045m for support costs for the People's Network service which fluctuate on an annual basis; and
- 6.1.6. In addition to the pressures highlighted above, the service is required to take necessary action to operate within the budgeted level of funding per post to manage the impact of pay increments.
- 6.2. There is limited scope to invest in future IT improvements and additional capital and revenue funding would need to be identified to support IT development.
- 6.3. As part of the work to develop the future libraries strategy, a number of proposals for change will be explored which will enable the delivery of efficiency savings to close the existing budget gap and identify opportunities for future IT investment. As this will be informed by engagement and consultation processes and by the development of the future libraries' strategy, it is anticipated that contribution to the budget pressure will be delivered in 2025/26. However, the service will continue to proactively explore all measures to mitigate the existing budget pressures during 2023/24 and 2024/25.
- 6.4. The previously approved employee budget savings will be delivered through an organisational review process and will form part of the implementation plan for the new strategy and vision.

7. Equality and Poverty Impact

- 7.1. Officers have started to develop an Integrated Impact Assessment (IIA) which will consider equality, human rights and socio-economic disadvantage implications. Work on developing the IIA will continue throughout the development of the new libraries strategy and vision.

8. Climate and Nature Emergency Implications

- 8.1. There are no positive or negative environmental impacts arising at this stage. Officers will continue to assess this as the work to develop the new libraries strategy and vision moves forward, noting that a key driver for change is to enable the service to better align with the priorities in the Council's Business Plan, including the Council's net zero ambitions.

9. Risk, policy, compliance, governance and community impact

- 9.1. The proposals in this report recognise the need to undertake appropriate public and key stakeholder engagement and consultation processes to ensure that views are taken into consideration when developing the future libraries strategy. This consultation will be carried out in line with the Council's Engagement and Consultation Policy.

- 9.2. A Communications Plan will be developed to support the delivery of the engagement and consultation processes with a wide range of communication channels and approaches used to ensure that the process is robust and reaches a many people as possible with specific targeted communication to ensure those from protected characteristic groups are engaged.
- 9.3. Any emerging risks will be subject to ongoing tracking, mitigation and management through the appropriate risk register.

10. Background reading/external references

- 10.1. There are no background papers or external references associated with this report.

11. Appendices

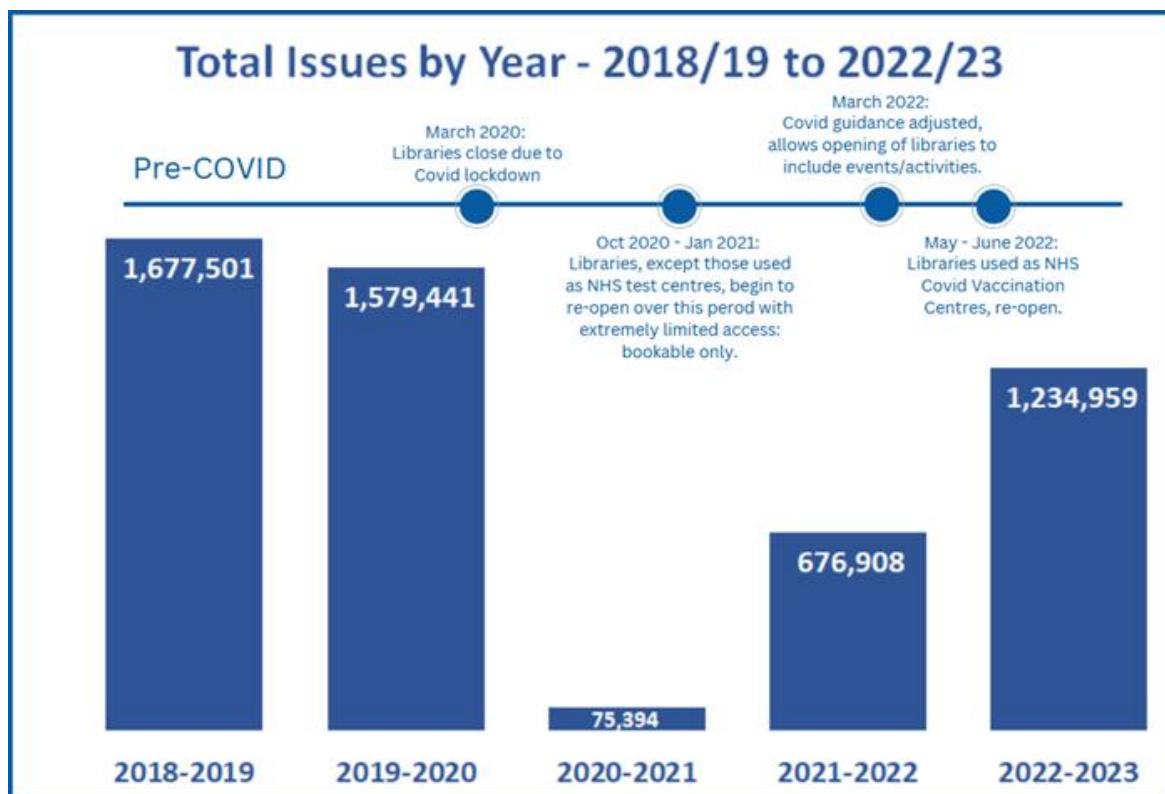
- 11.1. Appendix 1 – Edinburgh City Libraries Key Service Use Data.

Appendix 1

Edinburgh City Libraries Key Service Use Data

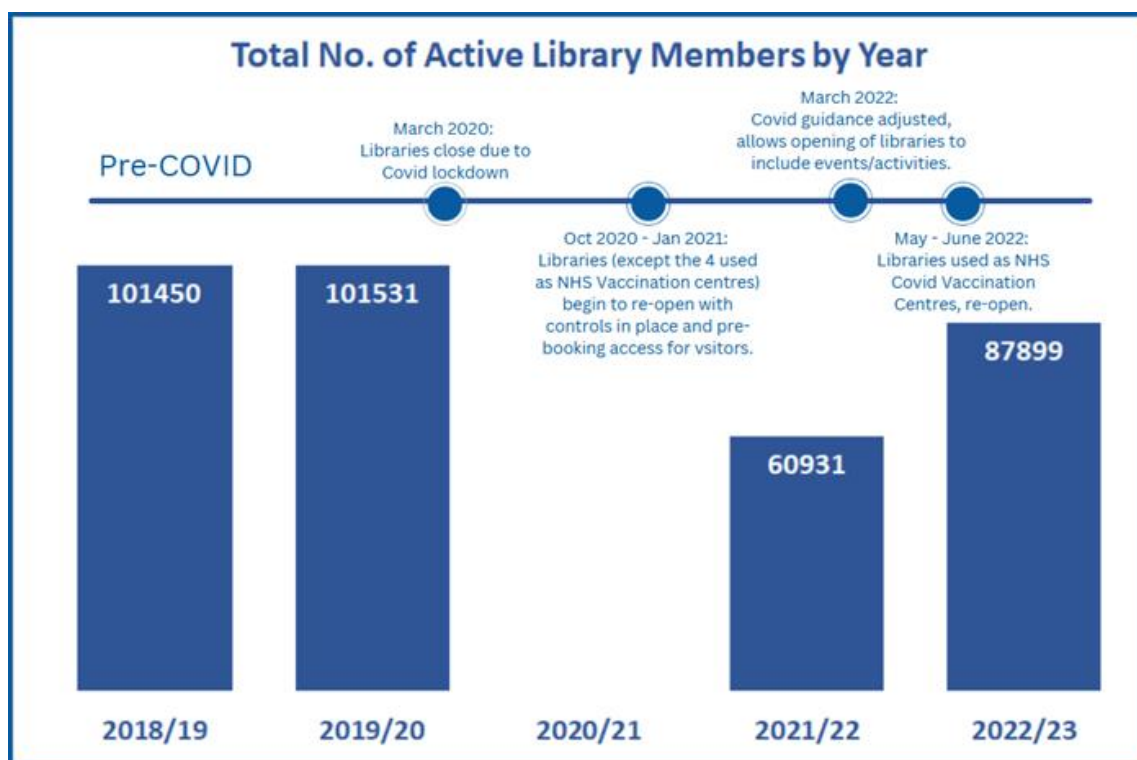
1. Items Issued

In 2022/23 the total number of items issued was **1,234,959**, a 22% drop in total issues from 2019/20. However, this represents an 82% increase in book loans and a 44% increase in library card use compared to 2021/22 when there were no events/ activities held due to COVID restrictions. 84% of all items were issued between 10am and 5pm. Higher use on Saturdays was noted.



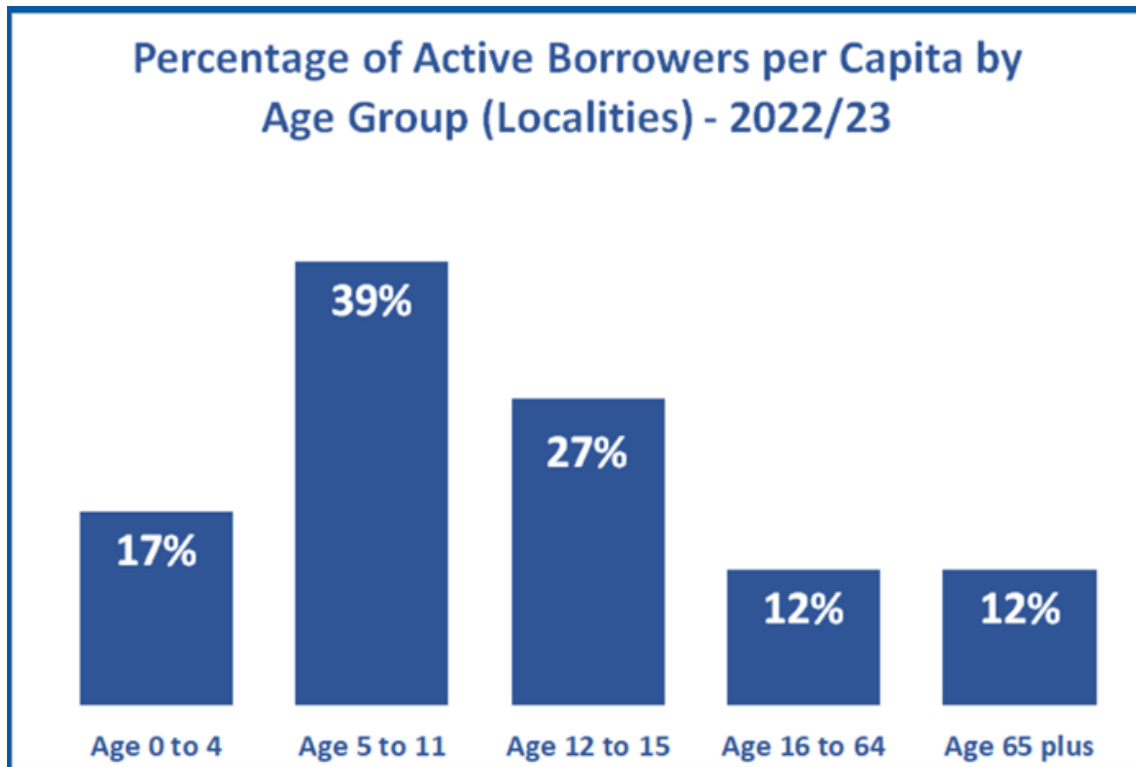
2. Active Borrowers (Library members who have used their card at least once in a 12 month period)

Approximately **1 in 6** local residents (87,899 people) have used their library card to access a library service at least once from 1st April 2022 to 31st March 2023. Similar to the number of books loaned, the library membership numbers are showing strong signs of recovery, especially for young people where levels of use are now exceeding pre Covid figures.



3. Active Borrowers by Age Group

Whilst almost 60% of active borrowers are aged between 16 and 64, the per-capita age profile of use below provides a clearer picture of library use by age, illustrating that nearly 40% of children aged 5-11 have used their library card at least once in the last year, and 27% of teens.

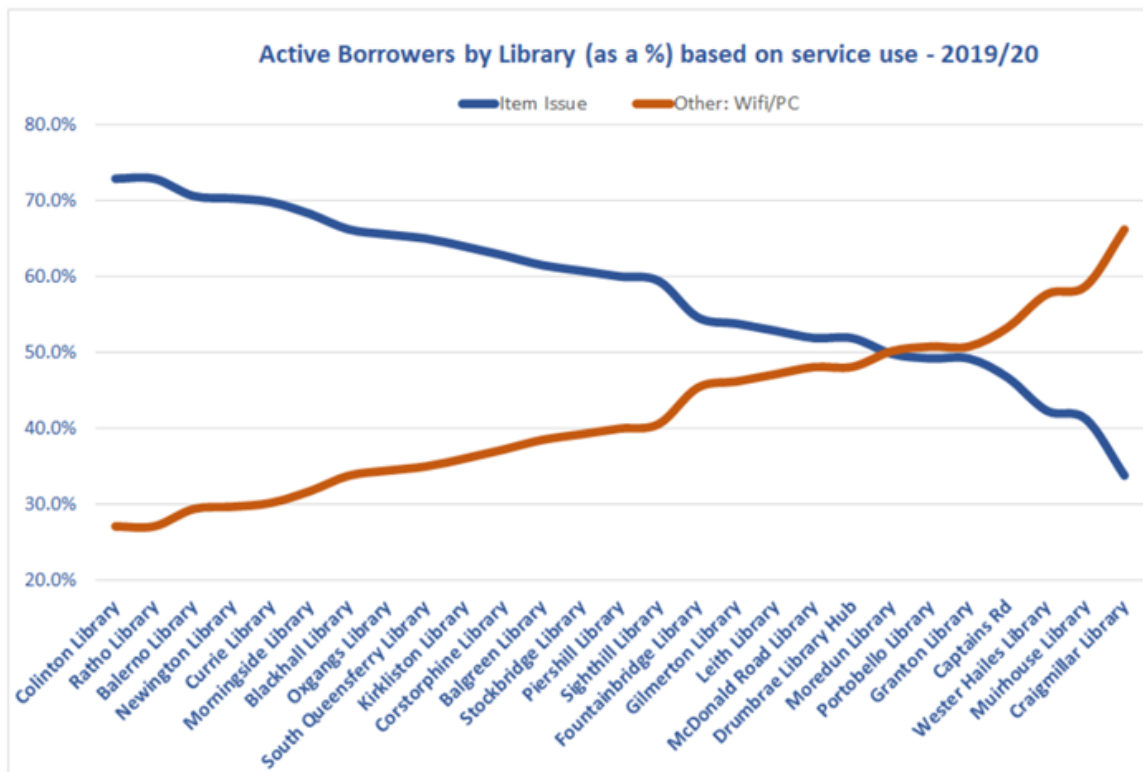


4. Active Borrowers by Library

Whilst citywide book borrowing was the primary service for card use, this varied significantly by library with libraries in lower SIMD areas such as Wester Hailes, Muirhouse & Craigmillar showing higher use for people accessing PC's and the internet.

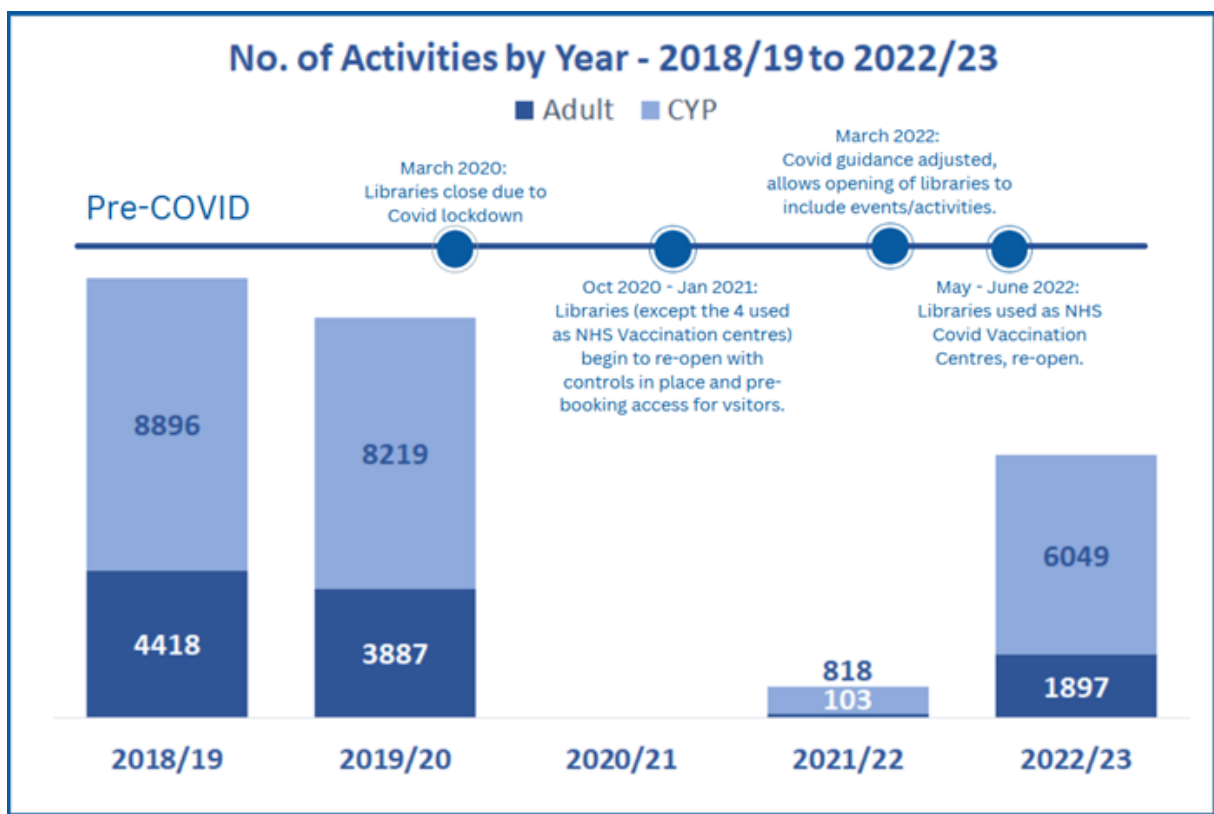
The below table provides an illustration of active library members use based on:

- a. Library card used to borrow an item (blue line)
- b. Library card used for other service (Wi-Fi/PC) but not to borrow (orange line)



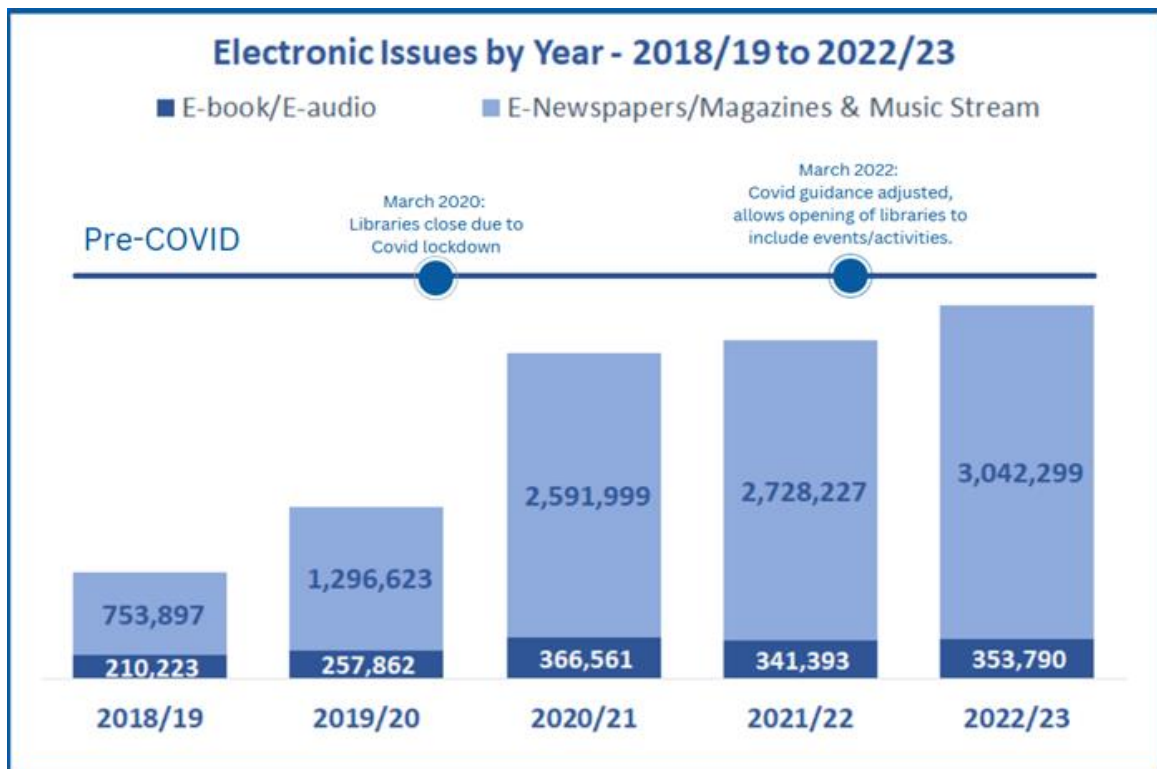
5. Activities and Events

Last year libraries delivered a total of 7,946 free activities (6,049 CYP and 1,897 Adult) with a total attendance of **127, 630**. Activities were gradually re-introduced from April 2022 after Covid restrictions were relaxed, resulting in a significant increase in borrowing figures and library use. Many of these activities were held in partnership with a wide range of third sector, voluntary and community organisations.



6. Digital Service

The total electronic issues in 2022/23 was 3,396,089. Downloads of Newspapers and Magazines accounted for 90% of all electronic issues. E-books and e-audio books accounted for 29% of all book issues in 2022/23 representing a 10% increase from 2019/20. The table below illustrates a sustained increase in electronic issues from 2020/21 when libraries were closed, with only e-book issues dropping by an average of 5.5% post Covid as some people turned back to print.

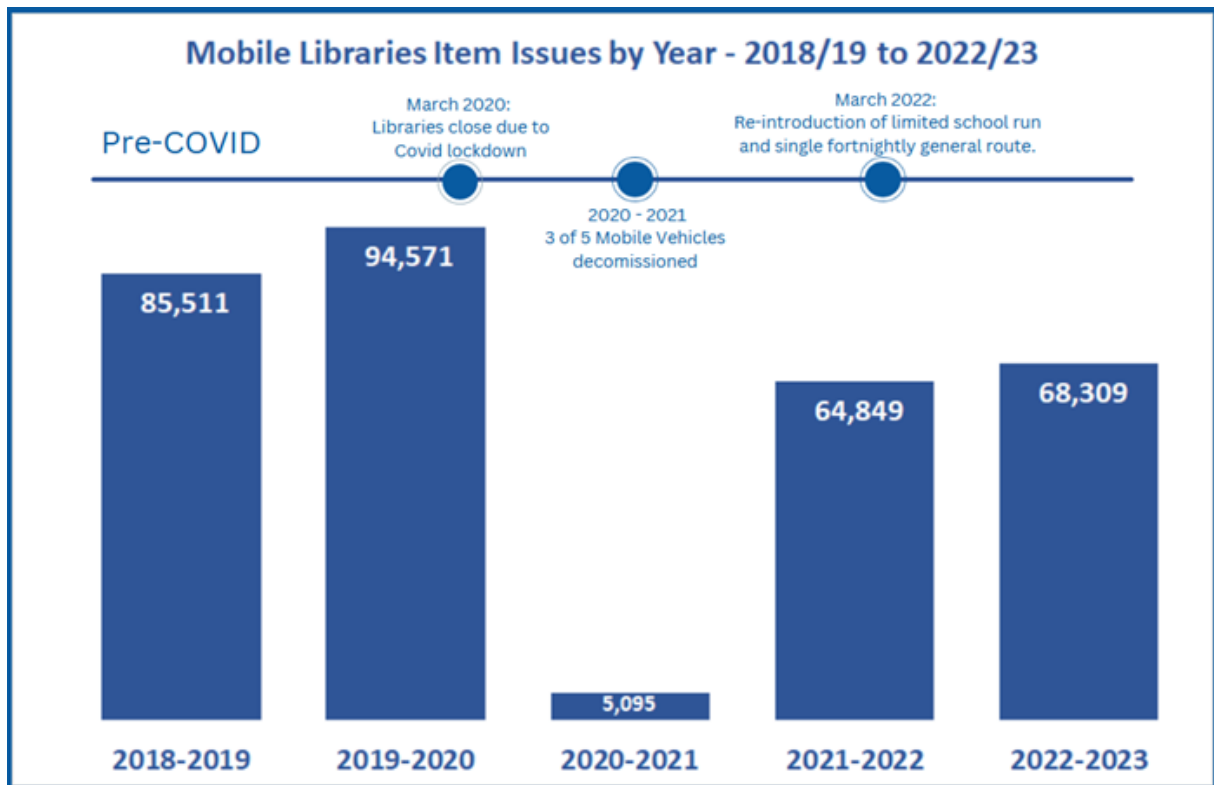


7. Self Service Offer

In 2019, 15 libraries had self-service kiosks which were used by customers and accounted for 48% of total issues in libraries with kiosks (32% of overall citywide issues). Currently libraries have no self-service kiosks as they were decommissioned in 2019 due to an identified security risk.

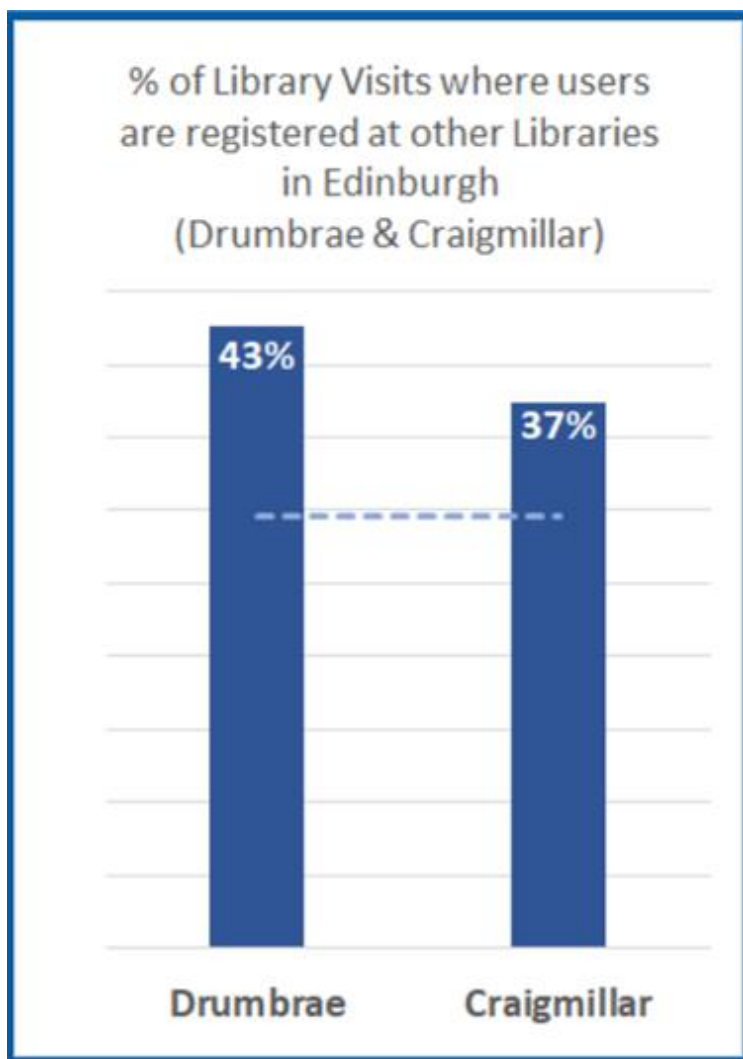
8. Mobile Library Service

Our mobile service reaches the most isolated in our communities and has the third highest number of book loans. In 2022/23, the mobile service loaned 68,309 books (the citywide average number of loans per library is 36,920). Last year our 'Bookbus' service accounted for **38%** of all class visits delivered by libraries and maintained a book trolley service to over **90** care homes and sheltered housing complexes. This was achieved with 2 mobile library vehicles.



9. Hub Libraries

Our 2 hub libraries, Drumbrae and Craigmillar have a higher than average number of people use their services who registered their membership at other libraries.



Our libraries in areas of higher deprivation, in hubs and those serving more rural communities consistently feature in our top 10 highest performing libraries based on community reach/ active users per capita.

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Culture and Communities Committee

10.00am, Thursday, 7 December 2023

New Collections Centre and Museums and Galleries Transformation

Executive/routine
Wards

Executive
All

1. Recommendations

- 1.1 Culture and Communities Committee are asked to:
- 1.1.1 Note the work undertaken to date in respect of proposals to deliver a new vision for the Museums and Galleries Service: creating a new collections centre, maximising income to drive future innovation and refocussing the estate;
 - 1.1.2 Agree that officers should continue with the development of the Outline Business Case for a new collections centre and Museums and Galleries transformation, and progress with the feasibility study;
 - 1.1.3 Agree to continue investigations into the potential to introduce admission charges for people visiting the city (maintaining free access for residents), noting that if there is a legal basis to do so and Committee agree to proceed, a pilot could take place in 2024/25; and
 - 1.1.4 Approve that, subject to the wider Place Directorate budget financial performance, income from temporary exhibitions could be transferred to the Special Exhibitions Fund.

Paul Lawrence

Executive Director of Place

Contact: Karl Chapman, Head of Heritage, Cultural Venues, Museums and Galleries

E-mail: karl.chapman@edinburgh.gov.uk | <mailto:david.patterson@edinburgh.gov.uk> | Tel: 07795 121243

New Collections Centre and Museums and Galleries Transformation

2. Executive Summary

- 2.1 This report outlines the context within which officers are proposing to develop an Outline Business Case for the creation of a new collections centre and for the transformation of the Council's museums and galleries service.

3. Background

- 3.1 The Council's Museums and Galleries, Archives and Libraries Information and Learning Resource (ILR) services are currently delivered across a number of locations in the Council's estate. Many of these buildings are no longer fit for purpose, are costly to maintain, are not always accessible and limit the opportunities for services to collaborate and work cohesively. The existing estate also presents challenges in terms of caring for the Council's museums and galleries collections and storing archive records.
- 3.2 The Council currently holds collections in the following locations - Museums and Galleries (Broughton Market and other locations), City Archives (Murrayburn) and the Libraries Learning Resource (Peffer Place). However, there are challenges with these locations e.g., some buildings need to be vacated, storage facilities are already at capacity and proper storage solutions are required.
- 3.3 Progress towards change has been impacted by (but not limited to): the Coronavirus pandemic, staffing changes, critical dependencies, site ownership and business displacement.
- 3.4 Building on the aims of the [Council Business Plan 2023-2027](#), the [Culture Strategy 2023-2030](#), the [Corporate Property Strategy](#), and the [20-minute neighbourhood strategy](#), it is recognised that there is an opportunity to take a holistic view of service delivery and engagement, and to address financial challenges by working together to develop proposals for future service delivery.

4. Main report

- 4.1 Since 2021, officers have been considering the most appropriate approach to ensuring that the Council's collections and archives are managed and cared for in a suitable environment, and for creating a more accessible and coherent offer for residents and visitors.
- 4.2 The overarching vision is to create a new collections centre and to redesign existing museums and galleries provision to create a more accessible service, that increases the funding available to improve the Council's culture offering by increasing revenue.

New Collections Centre

- 4.3 To ensure that collections and archive records are cared for in a suitable environment and to connect citizens with the city's past, present, and future it is proposed to create a visitor centre within which the Council can bring together collections, archives, libraries information and learning material to preserve the city's story through access and engagement.
- 4.4 The collections centre would also operate as a storage facility and hub for networking, offering the widest possible access to the city's archives and collections and supporting a more dynamic offer in the Council's museums and galleries.
- 4.5 Bringing together collections of objects and materials from various into a state-of-the-art facility supports the Council's Business Plan aims, as well as aligning with the Corporate Property Strategy and 20-minute neighbourhood approach. It will also enable an overhaul of digital provision and will allow officers to explore ways that the services can be better integrated.
- 4.6 A site at Peffer Place has been identified for the creation of a new collections centre. Although the site was previously identified as one for disposal as part of the Depots Review, early indications suggest it may be suitable for the collections centre.
- 4.7 An officer project group has been established to ensure that the business and financial case for change is developed and (building on previous architectural and spatial studies) a feasibility study will be commissioned before a final decision is made on the suitability of the site.

Museums and Galleries Transformation

- 4.8 To support an ambitious change programme for the Council's museums and galleries, grant funding was secured from Museums Galleries Scotland to employ external consultants to shape plans to develop options for income generation and to provide training and delivery support for staff.
- 4.9 The outcome of the assessment of income generation proposals (attached as Appendix 1) highlights the potential to increase the cultural and commercial use of the estate to underpin this strategy.
- 4.10 Initial analysis indicates that by focussing on key venues (such as the City Art Centre, Museum of Edinburgh and Lauriston Castle), the service becomes more

ambitious and resilient, contributing to Council savings while maintaining free access for residents. It will enable the City Art Centre to thrive and Edinburgh's stories to be told in more innovative ways with the collections centre supporting refreshed exhibitions and enhanced accessibility.

4.11 There are other opportunities for the service to generate income through, for example:

4.11.1 Hosting one major, charged, temporary exhibition each year (similar to the Peter Howison exhibition this year) along with increasing ancillary income (through broadening the rental use of venues, a stronger donations plan, improved retail (including food and beverage), and exhibition sales (subject to wider Place Directorate budget financial performance, this could be ring-fenced to create a Special Exhibitions Fund); and

4.11.2 Examining the current offer, with a focus on making better use of the available spaces and revitalising the collections in line with contemporary issues around diversity of representation, decolonisation, access and telling Edinburgh's stories in more coherent ways.

Admission Charges

4.12 One area which the Council has been engaging with Museums Galleries Scotland, and the Scottish Government, is on the potential to introduce admission charges for the city's museums and galleries. This is a subject of debate across the sector and is likely to involve a formal enquiry to the Scottish Government to clarify the legal position on whether Local Authorities can charge (many do, usually for temporary exhibitions).

4.13 Edinburgh is unique in the volume of tourist visitors it attracts, and visitor numbers to the city's museums and galleries reflect this. A 2019 Visitor Survey found that 85% of visits to the service were from people outside of Edinburgh, 42% of whom were from overseas and 25% from the rest of the UK. The top countries for international visitors based on the responses were USA (23%), Canada (15%), Germany (10%) and China (8%).

4.14 With total attendances of 718,000 in 2019 this could translate, if implemented appropriately and acknowledging risks, to substantial and transformative levels of income for a service with limited revenue budgets beyond staffing. The report in Appendix 1 highlights the potential level of income to be realised through charging visitors to the city.

4.15 It is not unusual for admission charges to be made in other countries. Schemes exist across Europe for charging non-residents, at the same time supported by policies which ensure free access to local residents and specific demographic groups. The technology for implementing charges also exists alongside that for contactless donations which the service also plans to trial in 2024.

4.16 If there is a legal basis to do so, the Council could consider piloting admission charges for visitors to the city at one location in 2024/25, with access for residents

remaining free across (except for some temporary exhibitions if appropriate). Committee will be kept updated on progress with this.

5. Next Steps

- 5.1 If the recommendations of the report are approved, officers will progress a full Outline Business Case in line with the UK Government Green Book Guidance for the development of a new collections centre and transformation of the museums and galleries service. This will include the strategic, economic, financial, commercial and management cases, and identify the future funding requirements to deliver to overarching vision. This will include commissioning a Feasibility Study to assess the case and design solution for the collections centre, as associated impacts on the existing estate.
- 5.2 There are dependencies within the overall plan which will form part of the Outline Business Case (e.g. recognising that a new collections centre will enable the Council to expand the ways in which it tells the city's story to a wider demographic. This could also free up space in existing venues that can be re-purposed or re-imagined or could identify ways in which the Council could more effectively utilise its operational estate to achieve the Council's objectives around net zero, 20-minute neighbourhoods and corporate property).
- 5.3 Apart from the Museum of Childhood and Queensferry Museum, the venues sit within Common Good and any future planning will respect the heritage and common good values in decision making and relevant impact assessments.
- 5.4 In addition, if Committee agree, officers will continue to engage with Museums and Galleries Scotland and the Scottish Government on the legal basis on which charging for admission could be progressed and work with Finance colleagues on the potential to create a Special Exhibitions Fund utilising income from temporary exhibitions and ancillary income (subject to wider Place budget financial performance).

6. Financial impact

- 6.1 The report attached in Appendix 1 highlights the potential opportunities for income generation for the Council. However, there are a number of dependencies to achieving this (as summarised above).
- 6.2 In order to proceed with the proposals outlined in this report, an Outline Business Case will be required. This should focus on the rationale for change and cover the business, financial, commercial and management cases.
- 6.3 The Feasibility Study for the new collections centre will be progressed at a cost of approximately £30,000. This will be met from the existing revenue budget allocation for Culture and Wellbeing.
- 6.4 An initial assessment of the income opportunities has identified that an additional £50,000 may be possible in 2025/26, with the potential to secure further revenue if

admission charges are to be introduced. If income from exhibitions and other ancillary charges raises sufficient income, it may be possible to ring-fence some of this to create a Special Exhibitions Fund (subject to wider Place Directorate budget financial performance).

- 6.5 Capital funding will be required to deliver the new collections centre and to meet the cost of some of the infrastructure required, as set out in Appendix 1. This is not currently included within the Council's Capital Investment Programme, therefore officers will consider the opportunities for fundraising and the potential for funding to be released from existing sources to meet these costs.

7. Equality and Poverty Impact

- 7.1 There are no immediate impacts, but future planning will address public sector equality duty, specific equality duties, the Equality and Diversity Framework, the End Poverty Edinburgh Plan, and how our proposed intentions to shift the culture of the organisation to better embed equality will be addressed.

8. Climate and Nature Emergency Implications

- 8.1 As a public body, the Council has statutory duties relating to climate emissions and biodiversity. The Council

“must, in exercising its functions, act in the way best calculated to contribute to the delivery of emissions reduction targets”

(Climate Change (Emissions Reductions Targets) (Scotland) Act 2019), and

“in exercising any functions, to further the conservation of biodiversity so far as it is consistent with the proper exercise of those functions”

(Nature Conservation (Scotland) Act 2004)

- 8.2 The City of Edinburgh Council declared a Climate Emergency in 2019 and committed to work towards a target of net zero emissions by 2030 for both city and corporate emissions and embedded this as a core priority of the Council Business Plan 2023-27. The Council also declared a Nature Emergency in 2023.

Environmental Impacts

- 8.3 There are no immediate impacts based on the information in this report. The future plans, including the design solution for the new collection centre, will address how the Council's net zero ambitions can be achieved through a more focused offer, including the new collection centre being built to Passivhaus standards.

9. Risk, policy, compliance, governance and community impact

- 9.1 The work to date has engaged with a wide range of Council officers, with a project team set up to progress the necessary actions as set out in this report.

9.2 The potential reputational risk associated with the introduction of admission charges will be considered if the legal basis to proceed is established.

10. Background reading/external references

10.1 None.

11. Appendices

11.1 Appendix 1 - Income Generation Report.

City of Edinburgh Council
Museums and Galleries
Edinburgh
Income Generation
Opportunities

Final Report

November 2023





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1.0 INTRODUCTION

1.1 Introduction

This report has been commissioned by Museum and Galleries Edinburgh and provides a strategic review of the income generation opportunities across the venues operated by the service.

1.2 Study Brief

The study brief recognises the pressures on all public services and the need to achieve long-term resilience within the museums and galleries. Museums and Galleries Edinburgh (MGE) aims to deliver a dynamic and accessible service but recognises that the operational model must consider commercial approaches and activities where these can be accommodated while ensuring that the service is open and accessible.

The current income generation target for the service is £1.2 million per annum. There is a desire to further develop the income generation with an additional £200k per annum.

1.3 Methodology

This report has been prepared by Jura Consultants. It is based on independent analysis of MGE data, comparative data and a workshop with MGE staff.

1.4 Report Structure

The remainder of this report is structured as follows:

- Section 2** Background
- Section 3** Audiences and Engagement
- Section 4** Comparator Analysis
- Section 5** Opportunities for Future Income Generation
- Section 6** Appraisal of Options
- Section 7** Business Case
- Section 8** Action Plan

2.0 CURRENT POSITION

2.1 Overview

Museums and Galleries Edinburgh is responsible for a variety of cultural venues across Edinburgh. These include the following:

- City Art Centre
- Museum of Edinburgh
- Museum of Childhood
- Collections Centre
- Writer's Museum
- Lauriston Castle
- Scott Monument
- Nelson monument
- People's Story
- Queensferry Museum
- Travelling gallery

In addition to these venues MGE has responsibility for over 200 monuments. Each of the venues listed above is to be considered in the strategic review of income generation. The number of visits to each venue in 2019 (pre-Covid) are summarised in the following table.

TABLE 2.1 MUSEUMS AND GALLERIES EDINBURGH ANNUAL FOOTFALL - 2019	
	NOS.
Museum of Childhood	185,394
Museum of Edinburgh	120,938
Lauriston Castle	107,760
City Art Centre	98,567
Writer's Museum	86,863
People's Story	64,072
Nelson Monument	64,678
Outreach	44,751
Scott Monument	23,338
Travelling Gallery	14,817
Queensferry Museum	5,767
TOTAL	816,945

The 3 most visited venues accounted for over 50% of the total visits and the top 4 accounted for over 62% of all visits. This shows a considerable concentration of visitor activity within the collection of Museums and Galleries Edinburgh venues. The top 4 venues are distributed across Edinburgh.

Based on visitor numbers to each venue between April and June 2023 the venues can be ranked as follows:

TABLE 2.2 MUSEUMS AND GALLERIES EDINBURGH FOOTFALL – QUARTER 1 2023		
	NOS.	
Museum of Childhood	35,679	24.8%
Museum of Edinburgh	33,676	23.4%
Writers Museum	33,485	23.3%
Peoples Story	16,827	11.7%
City Art Centre	15,628	10.9%
Scott Monument	7,273	5.1%
Lauriston Castle	1,242	0.9%
Nelson Monument	-	0.0%
Queensferry Museum	-	0.0%
Total	143,810	

Three of the 9 venues account for over 70% of the total visitor numbers during this time. These venues are each situated on or adjacent to the Royal Mile and demonstrate a concentration of MGE visitor numbers. The performance in terms of visitor numbers varies across the venues. This is examined further in the following section of the report.

The income generation opportunities have been considered previously by MGE and the following options have been identified:

- charging for entry
- donations
- the value of temporary exhibitions
- public programmes
- exhibition sales
- fundraising and philanthropic giving
- sponsorship
- retail and catering
- venue hire.

Each of these opportunities is to be considered in the strategic review of income generation.

Based on gross income generation at each venue between April and June 2023 the venues are ranked as follows:

TABLE 2.3 MUSEUMS AND GALLERIES EDINBURGH INCOME – QUARTER 1 2023		
	INCOME	
	£	%
City Art Centre	79,937	36.5%
Scott Monument	50,574	23.1%
Museum of Childhood	31,087	14.2%
Writers Museum	29,853	13.6%
Museum of Edinburgh	16,165	7.4%
Lauriston	9,590	4.4%
Peoples Story	1,710	0.8%
Nelson Monument	-	0.0%
Queensferry Museum	-	0.0%
Total	218,916	100%

Three of the venues account for over 70% of the income generated and 4 account for nearly 90% of the income generated. The leading venues for income generation are in city centre locations and demonstrate a concentration of income generation. The above income figures exclude the catering outlets at City Art Centre and Lauriston Castle.

Based on the income generated in Q1 2023 the proportion of total income generated from the various activities is as follows:

TABLE 2.4 MUSEUMS AND GALLERIES EDINBURGH PROPORTION OF INCOME BY ACTIVITY QUARTER 1 2023			
Admission Revenue	Events	Retail Sales	Donations
44%	1%	51%	5%

Retail income provides the majority of income in this period with revenue from admission providing 44% of all income. Donations and events are minority activities in terms of income generation.

Income from catering is excluded from this analysis as the franchise income is accounted for separately.

The contribution to income generation from each venue during this period is summarised in the following table. Events are the most concentrated of the income generating activities being entirely provided by City Art Centre. Donations are the most distributed source of income generation being dependent on 5 of the venues. Retail sales are dependent on 4 venues and admission income on 3 venues. City Art Centre is the only venue in this time period that generated income from each of the activities. The remaining venues generated income from either 1 or 2 activities or achieved no income generation.

TABLE 2.5 MUSEUMS AND GALLERIES EDINBURGH PROPORTION OF INCOME BY VENUE AND ACTIVITY QUARTER 1 2023				
	Entry Revenue	Events	Retail Sales	Donations
City Art Centre	37%	100%	38%	5%
Scott Monument	53%			
Childhood			25%	30%
Writers Museum			24%	26%
Museum of Edinburgh			13%	21%
Lauriston	10%			
Peoples Story				17%
Nelson Monument				
Queensferry Museum				
TOTAL	100%	100%	100%	100%

2.2 Summary

The following table summarises the footfall, income generation, range of income generating activities across the MGE venues.

Ranking by footfall	Ranking by level of Income Generation	Ranking by Diversification of Income Sources
Museum of Childhood	City Art Centre	City Art Centre
Museum of Edinburgh	Scott Monument	Museum of Childhood
Lauriston Castle	Museum of Childhood	Writer's Museum
City Art Centre	Writers Museum	Museum of Edinburgh
Writer's Museum	Museum of Edinburgh	Scott Monument

The recurring venues in these analyses are:

- Museum of Childhood
- Museum of Edinburgh
- City Art Centre
- Writer's Museum

These are all located in Edinburgh's Old Town either on or adjacent to the Royal Mile.

3.0 AUDIENCES AND ENGAGEMENT

3.1 Introduction

The following section considers the current situation of Museums Galleries Edinburgh, considering the monthly footfall across the sites and the visitor profile understood from a series of audience research reports commissioned. This enables the assessment of the development potential of different audience segments across each site.

3.2 Footfall

The tables and charts below summarise the monthly footfall across the main sites and additional locations for the year 2019, the final full year which was available where footfall was not influenced by Covid-19 restrictions.

**TABLE 3.1
MUSEUMS AND GALLERIES EDINBURGH
MONTHLY FOOTFALL 2019**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2019 Totals
City Art Centre	9,027	10,927	8,736	13,167	5,107	4,360	7,622	10,986	7,710	7,832	7,382	5,711	98,567
Museum of Edinburgh	5,782	8,305	9,033	11,802	11,907	12,474	14,831	13,845	9,451	10,208	6,698	6,602	120,938
People's Story	2,252	2,905	3,189	3,584	5,498	5,277	10,038	9,221	6,815	6,740	4,387	4,166	64,072
Museum of Childhood	9,778	13,942	13,641	24,331	16,501	15,903	26,270	19,580	12,528	14,543	8,547	9,830	185,394
Writer's Museum	4,172	4,641	6,090	8,577	8,581	8,566	11,167	10,534	7,754	7,604	4,554	4,623	86,863
Scott Monument	1,671	2,408	1,250	1,345	2,140	2,425	2,728	3,105	2,043	2,216	800	1,207	23,338
Nelson Monument	2,446	2,592	2,503	7,308	6,715	7,404	10,723	10,202	6,779	3,897	1,899	2,210	64,678
Queensferry Museum	288	347	475	638	711	497	620	925	475	426	239	126	5,767
Lauriston Castle (Grounds)	4,000	5,191	6,490	9,567	10,963	11,548	13,279	11,874	9,581	10,731	6,400	8,136	107,760
TOTALS	39,416	51,258	51,407	80,319	68,123	68,454	97,278	90,272	63,136	64,197	40,906	42,611	757,377
Lauriston Castle (House)	40	91	470	327	597	424	781	831	290	725	434	360	5,370

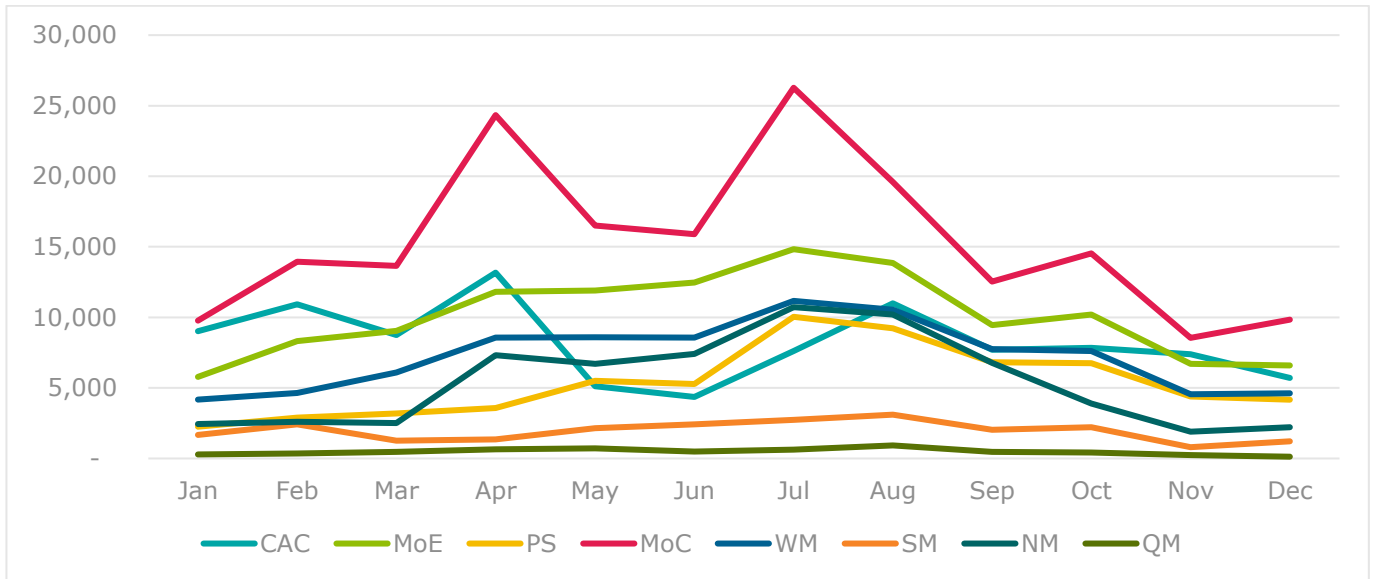
Lauriston Castle is included twice to represent visitors who use free admission to the Grounds and those who incur the admission charge to gain access to Lauriston Castle by guided tour. The Nelson Monument visit numbers are for free access to the museum on the Ground Floor.

TABLE 3.2 MGE MONTHLY FOOTFALL 2019 ADDITIONAL LOCATIONS													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2019 Totals
Nelson Monument Admission	1,209	1,300	1,347	1,865	1,947	1,970	3,278	3,648	2,579	1,622	797	951	22,513
Joint Scott Monument/Nelson Monument	-	-	-	-	7	13	6	6	7	6	1	7	53
Nelson Monument non-paying	1,237	1,292	1,156	5,443	4,761	5,421	7,439	6,548	4,193	2,269	1,101	1,252	42,112
Outreach	5,069	9,703	9,922	6,233	6,404	3,138	2,243	325	298	300	593	523	44,751
Museums Collection Centre	-	12	20	46	52	13	5	9	-	-	42	20	219
Travelling Gallery	-	-	1,300	2,338	2,069	2,090	-	754	2,815	1,477	1,293	681	14,817
Burns Monument									848				848
TOTALS	7,515	12,307	13,745	15,925	15,240	12,645	12,971	11,290	10,740	5,674	3,827	3,434	125,313
Mimi's Bakehouse Transactions			5,552	4,938	3,929	5,775	5,943	8,787	6,588	3,436	5,696	5,505	56,149

The Nelson Monument visit numbers are for those who pay to gain access to the tower.

The chart below provides a summary of the data presented in Table 3.1 above.

CHART 3.1: MONTHLY FOOTFALL 2019

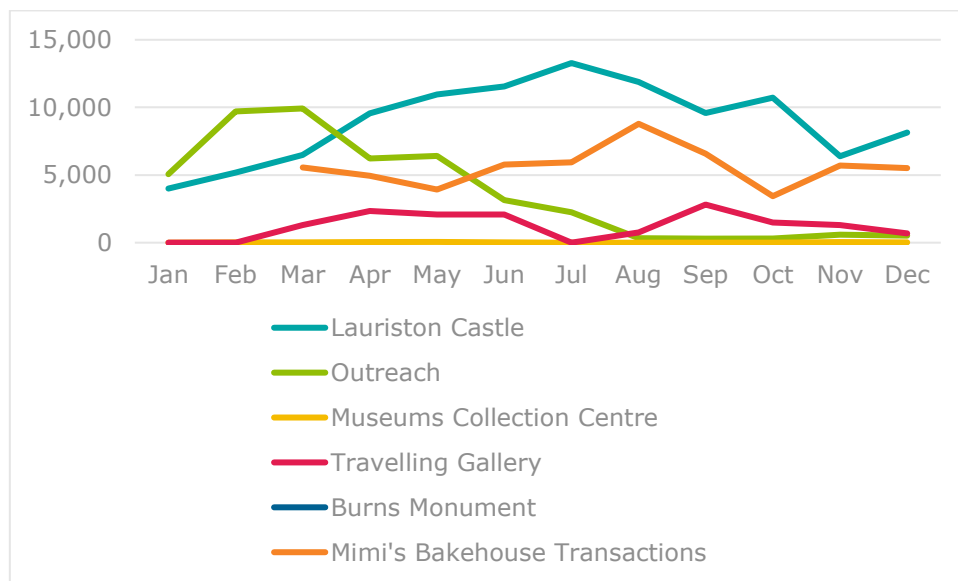


The Museum of Childhood received the highest volume of visitors in 2019 (185,394), though was subject to the most pronounced seasonal trends, reflecting the school holidays.

The Museum of Edinburgh received the next highest visitor volume (120,938), but was much less subject to seasonality. Both of these attractions are located on the Royal Mile

The City Arts Centre received 98,567 visits in 2019. It mirrors the pronounced seasonality of the Museum of Childhood.

CHART 3.2: MONTHLY FOOTFALL 2019 ADDITIONAL SITES



As additional sites, these attractions reflect visitor offer and opening times rather than seasonality. The Mimi's Bakehouse outlet, located at Lauriston Castle, has a notable peak during August however.

3.3 Visitor Profile

The following information is drawn from the 2019 Visitor Survey & Public Programme Research commissioned by MGE with the objectives of finding out:

- Who was currently attending and how that had changed
- What were the motivations to attend
- How satisfied were attenders
- What communication is effective

100 face- to-face interviews were undertaken at the following sites:

- City Art Centre
- Nelson Monument
- Museum of Childhood
- Museum of Edinburgh
- People's Story
- Scott Monument
- Writers' Museum

Visitor Origin

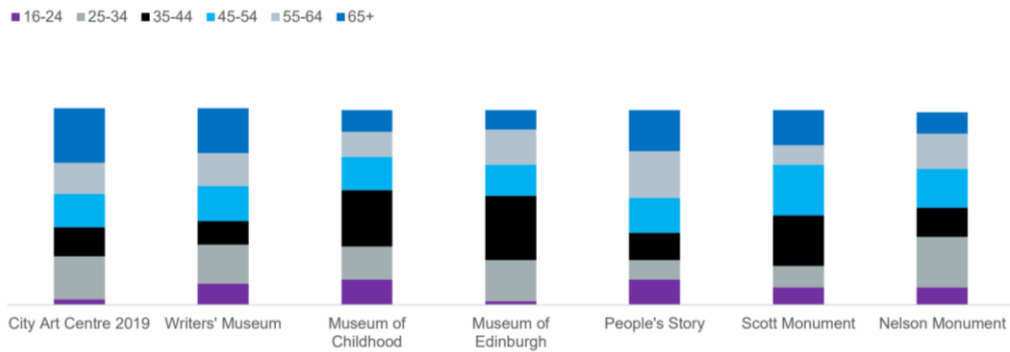
- In 2019, 42% of visitors across all 7 sites came from abroad, a slight decrease from 2010, when 51% of visitors were from abroad.
- 23% came from the UK other than Scotland, again a very slight decrease of 2% from 2010.
- 15% came from Edinburgh, a 2% increase form 2010.
- Only 2% came from the Lothians in 2019, a decrease from 4% in 2010.
- 18% came from the rest of Scotland, an increase from 8% in 2010.

The City Art Centre was the only site in 2019 where more people visited from the rest of the UK rather than abroad. This attraction also had the highest proportion visitors from the rest of Scotland (excluding Edinburgh and the Lothians). The Museum of Edinburgh had the highest proportion of visitors from within Edinburgh itself.

Age

The highest proportion of visitors in 2019 fell into the 35-44 age bracket (21%). The previous highest proportion, in 2010, had been the 55—64, also with 21%. The least represented age bracket was 16-24 with 9%, a decrease from 17% in 2010. Conversely, 18% of visitors in 2019 were aged 65 and over, compared with just 10% in 2010.

CHART 3.3: AGES ACROSS SITES



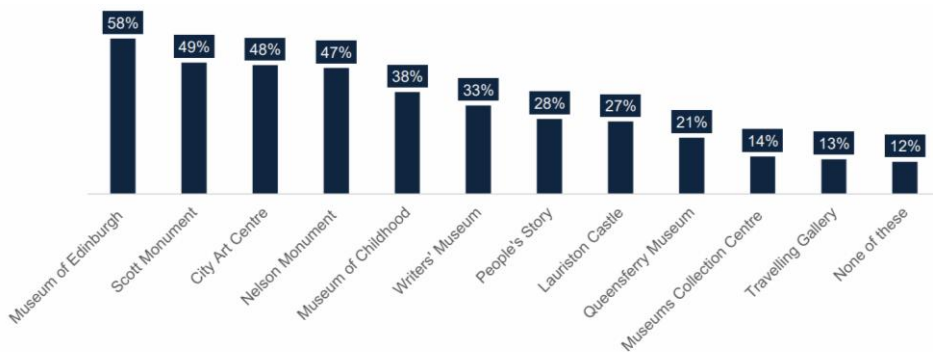
The Museum of Edinburgh and the People’s Story attract the highest number of 16-24 year olds. Interestingly, the Nelson Monuments receives significantly more visitors in the 25-34 age bracket than any other attraction.

Previous Attendance

- 83% of respondents were attending the site in question that day for the first time in 2019 (a decrease from 93% in 2010). 9% had visited the site once in the last year.

Venue Awareness

CHART 3.4: VENUE AWARENESS AMONGST VISITORS

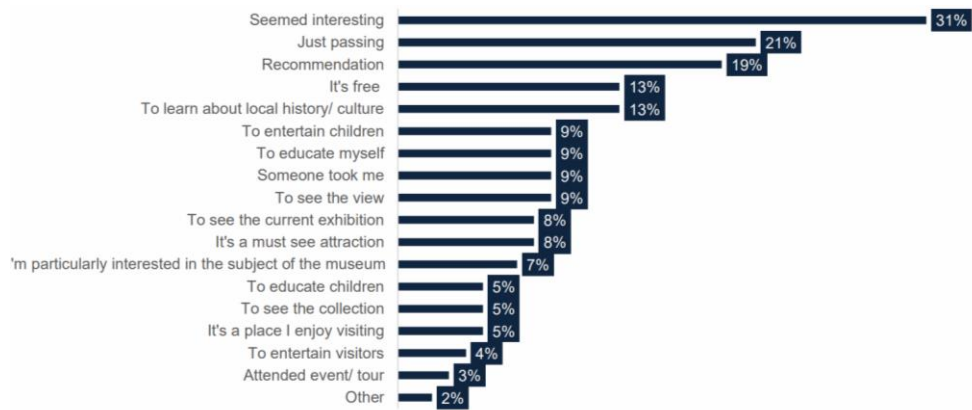


When asked which of the venues they had heard of before, 58% had heard of the Museum of Edinburgh, 49% the Scott Monument and 48% the City Art Centre. The Travelling Gallery and the Museums Collection Centre had the lowest recognition with 13% and 14% respectively.

Visitor Motivation

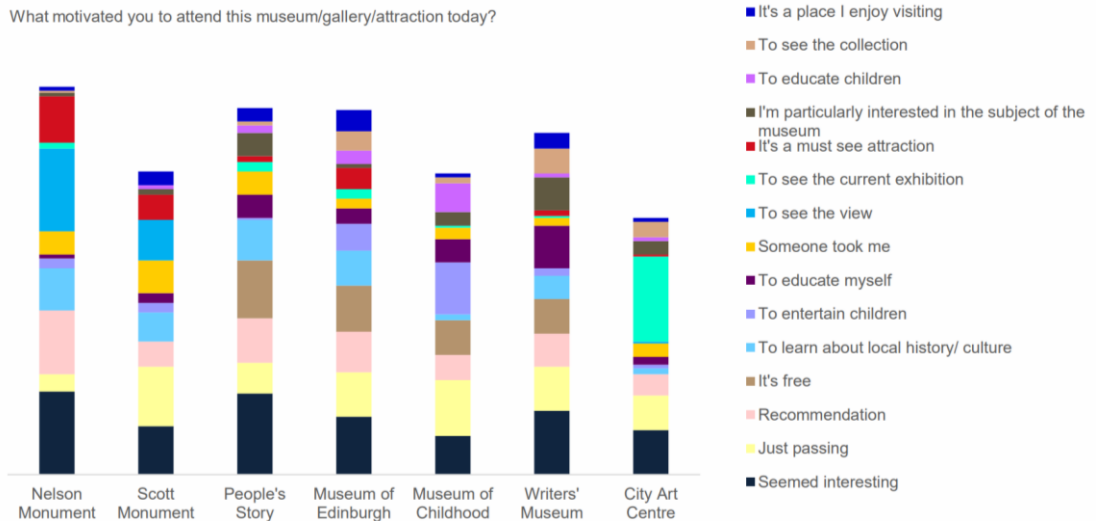
When asked what motivated them to attend the site of their interview today, 31% visited out of interest, and 21% were passing. 19% were motivated by a recommendation. Notably, only 4% were using the sites to entertain visitors.

CHART 3.5: VISTOR MOTIVATION



The chart below breaks these motivations down across the sites.

CHART 3.6: VISITOR MOTIVATION ACROSS SITES

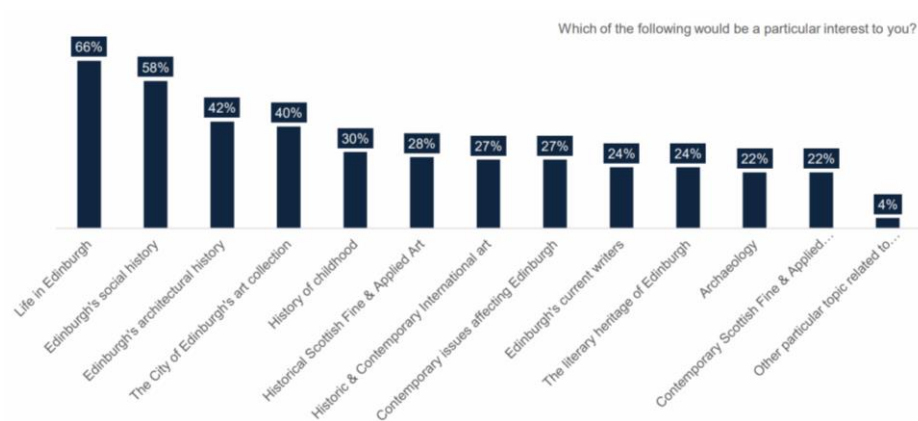


Visitors to the Nelson Monument came for the view, on a recommendation, and considered it a must-see attraction. The City Art Centre visitors were predominantly motivated by the desire to see an exhibition, while entertaining children was one of the dominant motivations for visitors to the Museum of Childhood.

Visitor Interests

Visitors were asked what would be of interest to them.

CHART 3.7: VISITOR INTERESTS



When asked to select from a list which activities would encourage them to visit more, 55% responded "None [of the activities listed]".

16% of respondents selected tours, 15% interactive displays, 10% events for children, and 10% events for adults.

Satisfaction

- Customer Service – in 2019, this was rated excellent by 73% of respondents
- Opening Hours – in 2019, this was rated excellent by 70% of respondents
- Overall Experience – in 2019, this was rated excellent by 68% of respondents

Information

The most common method of finding information about the sites was via friends/ family/word of mouth (25%), with 20% of respondents just walking past. 14% had always known about it, and 13% utilised the MGE website. Notably, no respondents learned about their site through social media, although 7% had looked their site up on social media before they visited (21% suggested they did generally before a visit to museum/ gallery however). 43% said they generally used a museum or galleries website, though only 22% did prior to their visit to the site in question.

When looking up museums and galleries prior to a visit, 59% used websites to learn opening times, 56% to find out what they could see, 52% to check location, and 50% to check cost.

3.5 Public Programming

MGE received 601 responses to a survey sent to public programme attendees. The percentages below represent 595 respondents.

- 81% of attendees are women
- 54% were aged between 55-74
- 59% of attendees reside in Edinburgh
- 81% of attendees sought information on the programme deliberately

- People attended the adult programme 6 times in 2 years on average
- 55% attend to educate themselves and 47% to learn about art
- The top barriers to doing more are not knowing what's on (31%), sold out events (29%) and no events of interest (27%)
- The quality of event (68% VG) was rated higher than experience attending the event (56%)
- 37% rated information about the event as very good
- People are most interested in talks related to exhibitions (78%), lectures (67%) and exhibition tours (65%)

3.6 Digital Strategy

The Digital Strategy was developed in March 2023, based on the result of a survey to understand how people were using the digital offer, why others weren't, and how it could be improved. Its key findings included:

- The online demographic programme is more similar to the public programme profile, than the in-person profile. This included 59% of users drawn from Edinburgh and the Lothians, with 50% were aged between 50-75. 75% were women.
- 15% were not confident online (mainly older respondents).
- Virtually all respondents were museum or gallery attenders with 68% attending five or more times in a normal year. 85% of respondents have attended a Museums & Galleries Edinburgh site in the last 3 years.
- Over half of people had engaged online with a heritage activity, with over 80% interested in at least one event listed.

The conclusions reached from the research included:

- The importance of considering the needs of those with low digital confidence.
- The research indicated that there are people with an interest and engagement with museums and galleries, including M&GE who have nevertheless not engaged with the M&GE current digital offer. It was concluded that offers should be developed to address this.
- It was concluded that there is demand for online activities and online engagement particularly for talks and tours and images and video. People are also interested in the use of digital in venue and online communities; it was therefore considered that the initial challenge to be overcome is to increase the number of people following on social/looking at the website.
- It was observed that there is good satisfaction with online events/activities, but that the potential to improve delivery exists. It was felt that there is an opportunity to improve satisfaction with web and social channels.
- It is proposed in the development of the strategy to draw on the examples people gave in the survey. This would include short and focused content, supported by high quality images and enthusiastic presenters, with an emphasis on consistency. It is noted that the MGE collections align well with the interests expressed by people, including social history, and there should be a focus on diverse stories.

3.7 Summary

- Sites located on or adjacent to the Royal Mile receive considerably more visits than the other MGE venues.
- All sites are broadly subject to seasonal patterns, though some more notably than others.
- Over 60% of those who visit the sites come from abroad or from elsewhere in the UK. The smallest volume of visitors come from the Lothians.
- A high majority of those interviewed were visiting the venue for the first time.
- Over half of the respondents were visiting out of casual interest or because of opportunity.
- This motivation is reflected in the answers to visitor interests options, where over half of respondents had no particular interest in the options outlined.
- It is also reflected in the methods which people hear about the sites, with over half either hearing about it from family or friends or just noticing the site walking past.
- While there the majority of respondents expressed positive satisfaction, the results suggested there was nevertheless the potential for improvement.
- The public programme is largely attended by a highly engaged group of locals, with a significant majority of these being female.
- This was mirrored by those who engaged digitally.

4.0 COMPARATOR ANALYSIS

4.1 Introduction

This section considers the lessons that may be derived from comparator museums, galleries and the organisations responsible for their operation and management in advance of developing and considering relevant options for Museums and Galleries Edinburgh. Some of the information used in this section is confidential and the sources have been anonymised to allow the data and lessons to be used without identifying the source museum, gallery or organisation.

4.2 Charging for entry

The Scottish Visitor Attraction Monitor published by the Moffat Centre for 2019 reported that of the 678 participating attractions, 332 provided free admission attracting 44.7 million visits in that year. The 346 paid for admission venues attracted 20.5 million visits.

Greater Glasgow and Clyde Valley has the greatest concentration of free admission attractions with 67% of all participating venues in the area providing free admission.

City of Edinburgh has a variety of free and paid attractions. These include many of the National Museums, Galleries and Libraries which provide free admission to the permanent collections and charge for special exhibitions. Edinburgh also has venues operated by Historic Environment Scotland, The Royal Collections Trust, Edinburgh University and several leading independent charities which provide paid for attractions, e.g. Edinburgh Castle, Holyrood Palace, St Cecilia's Hall, Dynamic Earth, and the Royal Yacht Britannia.

Where admission charges are levied for the main element of the attraction the average admission charges in 2019 were as follows. The charges are shown in **2023 prices** and at 2019 prices:

- Adults **£10.43** (£8.46)
- Concessions **£7.28** (£5.91)
- Child **£5.36** (£4.35)

A variety of discount schemes were in operation with the most popular one being a Members/friends discount. Less popular were discounts for:

- Advance purchases
- Bundle discounts
- Season tickets
- Discounts for local residents

The average visitor spend on admission charges in 2019 were as follows:

- All visits average visitor spend on admission **£5.40** (£4.38)
- Average spend per visit on admission at paid for attractions **£6.17** (£5.01)

The Visitor Attraction Monitor also categorises admission charges by the nature of the venue. Of relevant to MGE are the following categories and the average admissions spend per visit:

- All categories **£5.40** (£4.38)
- Castles/Forts **£5.95** (£4.83)
- Historic House / Palaces **£9.82** (£7.96)
- Museums / Art Galleries **£3.75** (£3.04)
- Other Historic Properties **£2.71** (£2.20)

There is also a geographical analysis as follows:

- All visits average visitor spend on admission **£5.40** (£4.38)
- Edinburgh and Lothian average visitor spend on admission **£6.84** (£5.55)
- Greater Glasgow **£1.29** (£1.05)

4.3 Retail

The average visitor spend on retail in 2019 were as follows:

- All visits average visitor spend on retail **£2.42** (£1.96)
- Average spend per visitor on retail at free attractions **£1.27** (£1.03)
- Average spend per visitor on retail at paid for attractions **£2.92** (£2.37)

These averages will include attractions that do not provide retail facilities and venues where the retail facility may be a modest table top display through to a full shop.

The Visitor Attraction Monitor also categorises retail spend by the nature of the venue. Of relevant to MGE are the following categories and the average retail spend per visit:

- All categories **£2.42** (£1.96)
- Castles/Forts **£2.63** (£2.13)
- Historic House / Palaces **£3.29** (£2.67)
- Museums / Art Galleries **£1.17** (£0.95)
- Other Historic Properties **£2.49** (£2.02)

There is also a geographical analysis as follows:

- All visits average visitor spend on retail **£2.42** (£1.96)
- Edinburgh and Lothian average visitor spend on retail **£2.70** (£2.19)
- Greater Glasgow average visitor spend on retail **£1.50** (£1.22)

4.4 Catering

The average visitor spend on catering in 2019 were as follows:

- All visits average visitor spend on catering **£1.73** (£1.40)
- Average spend per visitor on catering at free attractions **£0.58** (£0.47)
- Average spend per visitor on catering at paid for attractions **£2.58** (£2.09)

These averages will include attractions that do not provide catering facilities and venues where the catering facility may be a vending machine through to a full restaurant.

The Visitor Attraction Monitor also categorises catering spend by the nature of the venue. Of relevant to MGE are the following categories and the average catering spend per visit:

- All categories **£1.73** (£1.40)
- Castles/Forts **£2.42** (£1.97)
- Historic House / Palaces **£2.75** (£2.23)
- Museums / Art Galleries **£1.31** (1.06)
- Other Historic Properties **£1.18** (£0.96)

There is also a geographical analysis as follows:

- All visits average visitor spend on catering **£1.73** (£1.40)
- Edinburgh and Lothian average visitor spend on catering **£1.55** (£1.26)
- Greater Glasgow average visitor spend on catering **£3.19** (£1.05)

4.5 The value of temporary exhibitions

Our brief has invited us to consider the value of temporary exhibitions in the context of income generation. It is vital that temporary exhibitions are considered from a number of perspectives in addition to income generation to identify and understand the short, medium and long-term impacts of a programme of temporary exhibitions.

Temporary exhibitions have a significant value in terms of audience development. They provide the opportunity to attract new audiences, converting previous non-visitors / potential visitors to actual visitors. They provide the means to address previously excluded audiences by presenting a new collection or interpreting an existing collection in a new way provides a means of challenging audience perceptions about the organisation, the venue and / or the collection. Temporary exhibitions can also provide a means of motivating previous visitors to return and revisit the collection, venue and re-engage or continue their engagement with the organisation.

In addition to audience development objectives there can be cultural and curatorial objectives based around sharing important collections, or important information about collections. These objectives may have varying impacts on the audiences. Not all temporary exhibitions will be blockbusters which attract very significant visitor numbers. The value of temporary exhibitions cannot only be measured in terms of visitor numbers. The quality of the exhibition, the value of the exhibition to the reputation of the venue and organisation and the impact on the visitor who did attend are each valid measures of an exhibitions value.

Temporary exhibitions can therefore have multiple objectives and they can differ in their priorities. In terms of income generation, the development of new audiences is a vital long-term objective for the sustainability of any venue and organisation. The ability to attract previous visitors to repeat visit is also a long-term objective that is important for a venue and organisation, more so where it relies on repeated engagement with a local population. Where the visitors are drawn from a population that is ever changing, e.g. tourist visitors, this may be less important but the need to attract new audiences is therefore a constant.

In terms of income generation, the temporary exhibition programme is vital in securing new audiences and important in retaining audiences. These provide long-term benefits in terms of opportunities to increase visitor numbers and generate additional visitor expenditure through admissions income, retail, catering and donations.

The short-term benefits of temporary exhibitions are related to the opportunities for some temporary exhibitions to be able to generate admissions income, additional retail income and consequential catering income and donations. However, this should not lead to a conclusion that every temporary exhibition can or should charge admission or can sustain a pop-up retail facility. Audience development requires a mix of free and paid admission temporary exhibitions to encourage and enable a diverse audience to engage with the collections, venue and organisation.

Temporary exhibitions can also support income generation by providing an objective for fundraising. Several funding organisations are prepared to provide revenue funding to support audience development and curatorial objectives addressed by temporary exhibitions. This is considered further in the section on fundraising and philanthropy.

We are not aware of a museum or gallery that uses its temporary exhibition programme to pursue exclusively income generation. Most museums and galleries vary, and sometimes combine, their audience development, curatorial and income generation objectives. One of the reasons for not pursuing purely income generation objectives is because it is extremely difficult to assess the demand for a new temporary exhibition in advance of presenting it to

the public. Similarly, if seeking fundraising to support a temporary exhibition the success of such a fundraising campaign is difficult to assess in advance.

4.6 Public programmes

Public programmes can have similar objectives to temporary exhibitions in that they can support audience development and income generation. The income generation can be direct through admission charges, indirect through the recruitment of new audiences, or through fundraising to contribute to the associated revenue costs associated with the exhibition. Several funding organisations are prepared to provide revenue funding to support audience development and curatorial objectives addressed by public programmes. Funding organisations prefer to fund new initiatives that address new audiences in new ways. Continuation funding for activities is more difficult unless engagement with the target audience is an objective of the funding organisation. Even then revenue funding generally has time limits, even if this is sometimes measured in years. This is considered further in the section on fundraising and philanthropy.

Museums Galleries Edinburgh has an established series of public programmes delivered through its Learning and Programmes team. Its target audiences include the following:

- Schools
- Community Groups
- Further and Higher Education Groups
- Local Art and Craft Lovers
- Family Learning Groups
- Lecture Lovers
- Older Groups
- Specialist Groups
- Visitors to the City
- Organised Tour Groups

The key venues for the delivery of public programmes are currently:

- The City Art Centre
- Lauriston Castle
- Museum of Edinburgh
- The People's Story Museum
- The Writers' Museum
- Museum of Childhood

4.7 Fundraising and philanthropic giving

There are a number of relevant observations to make about the potential income generation from fundraising and philanthropic giving. The first of these is to consider the different purposes that fundraising and philanthropic giving can support. New capital projects represent quite different fundraising challenges from new revenue projects. Capital projects are typically larger, require plural funding and are frequently pursued and achieved over longer time periods. Revenue projects, such as temporary exhibitions, tend to be smaller in scale, have the potential to be funded by a single organisation or individual, and have shorter timescales.

The emphasis on new projects is key in fundraising. It is possible to fundraise to support existing costs but this is recognised as more challenging and an even greater challenge is fundraising to meet core operating costs.

Irrespective of the fundraising challenge our experience from working with museum and gallery organisations, project steering groups and funding organisations is that successful fundraising requires resources and commitment. Any type of fundraising is about developing relationships with the funders, whether these are Trusts and Foundations, national funding organisations, or philanthropists. Several Trusts and Foundations reinforce this relationship by stating clearly that initial applications are unlikely to be successful.

Successful fundraising also recognises that only 4% of funding applications are successful. There is a spectrum of performance across the fundraising sector and many organisations with professional fundraisers who have operated for many years will achieve a higher success rate. There will also be organisations that rely on their volunteers to complete funding applications and may have no relevant experience and their initial success rate may approximate to zero percent. Even successful fundraisers will commit resources to applications that will not succeed.

Without a dedicated fundraising resource and a commitment to support that resource over a minimum of 3 years, fundraising is unlikely to be able to develop the relationships that are a prerequisite for successful fundraising.

The fundraising resource has a greater chance of success if the project that is being fundraised for is new. Establishing a fundraising resource to secure support for core costs sets a challenge that is unlikely to secure an experienced fundraising resource. Fundraising for temporary exhibitions or public programmes can extend beyond a single event and there are examples of multi-annual and multi-event fundraising. However, permanent funding is unlikely and three-years without a break is the maximum that we have witnessed in our work across the cultural sector.

The other feature to consider is the nature of the applicant organisation. There are many examples of local authorities securing external funding for new capital projects and new revenue projects from grant giving organisations. There is no barrier to local authorities in securing such funding. City of Edinburgh Council has received external funding for the refurbishment of the Assembly Rooms from the National Heritage Lottery Fund (previously the Heritage Lottery Fund). Aberdeen City Council received significant NLHF funding for the remodelling of Aberdeen Museum and Art Gallery and Cowdray Hall.

Aberdeen City Council was not successful in securing major philanthropic funding to support the redevelopment of the Aberdeen Museum and Art Gallery. In part this was a consequence of the funding being required for and received by the local authority. We cannot say with certainty that if Aberdeen City Council had an arms-length culture trust that the outcome would have been different but there are other examples that suggest that this might have been the case.

Glasgow City Council, through Glasgow Life, has received significant funding over many years for projects including the restoration of Kelvingrove Art Gallery and Museum, The Transport Museum and most recently the refurbishment of the Burrell Collection. Glasgow Life has provided the local authority with a 'vehicle' that can approach Trusts and Foundations and philanthropists with an identity that is both distinct and separate from the local authority.

4.8 Sponsorship

For the purposes of this report we have defined sponsorship as corporate sponsorship and this is distinct and separate from fundraising from philanthropic sources and also donations. Sponsorship involves a relationship with an organisation in return for acknowledgement of their support in relevant marketing and communications. Sponsors

are typically keen to identify an activity, e.g. temporary exhibition, public programme or gallery refurbishment, with which they would like their brand to be associated.

Sponsorship is similar to fundraising and philanthropy in the sense that it is about developing a relationship with a sponsor and matching their objectives with a suitable sponsorship opportunity. Cultural organisations which have achieved success with sponsorship typically have a development department that manages these relationships and opportunities.

4.9 Donations

We have defined donations in this report as donations from the public.

The suggested donations at MGE venues are as follows:

- City Art Centre £3
- Writers' Museum £3
- Museum of Edinburgh £3
- The People's Story Museum £3
- Museum of Childhood £3
- Queensferry Museum £3
- Museums Collections Centre £3
- Nelson Monument Donation amount not specified

Donations vary considerably across the museums and galleries sector. Where donations are canvassed by staff (paid or volunteer) the number of visitors donating increases as does the level of the donation. However, the level of donations does not meet the costs of where additional staff are required. Anecdotal evidence since the pandemic suggests that the introduction of contactless donation points with supporting communications increases the number and level of donations.

4.11 Venue hire

Venue hire is an attractive source of income as it monetises the venues that the museum and gallery operate from. However, the costs of pursuing venue hire are frequently disguised or hidden and include financial costs and opportunity costs. Venue hire typically requires space and in some venues this requires creating the space in galleries or in rooms used for other purposes, e.g. learning suites. Some galleries, e.g. National Waterfront Museum, Swansea has the facility to mechanically retract display cases to the fringe of the gallery to create a function space. Other museums and galleries have significant circulation spaces and temporary display galleries, e.g. National Museum of Scotland. MGE's City Art Centre demonstrates these same characteristics.

The opportunity cost of venue hire is frequently the impact on the operation of the museum and gallery and on the visiting public. Where the venue hire uses those galleries or learning suites used by visitors and these require some form of set-up they are not available for use by visitors during this time. In some cases venues close to visitors to allow the set-up to be achieved most efficiently.

Where venue hire takes place or continues out of hours this incurs additional staff costs. These are sometimes recoverable from the client organisation and sometimes included in the hire fee. However these costs are covered they reduce the yield from venue hire activity.

5.0 OPPORTUNITIES FOR FUTURE INCOME GENERATION

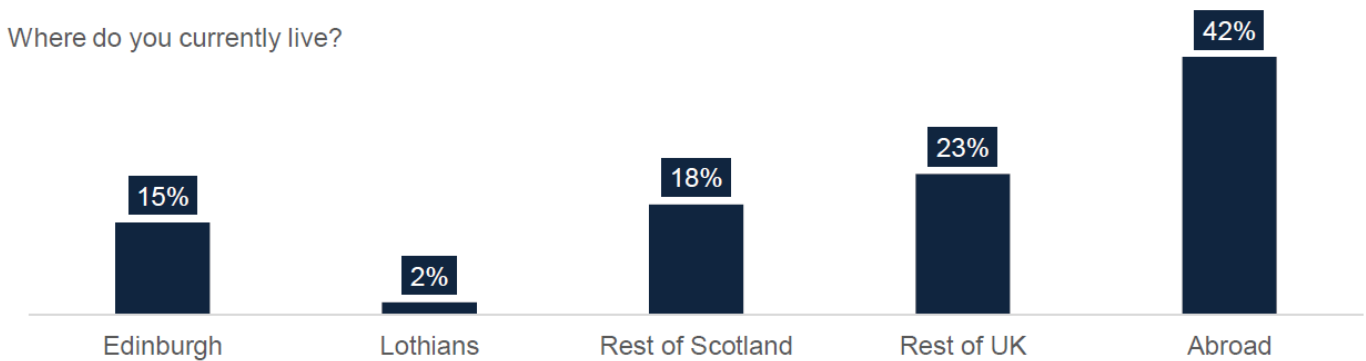
5.1 Introduction

The income generation opportunities have been considered previously by MGE and the following options have been identified:

5.2 Charging for entry

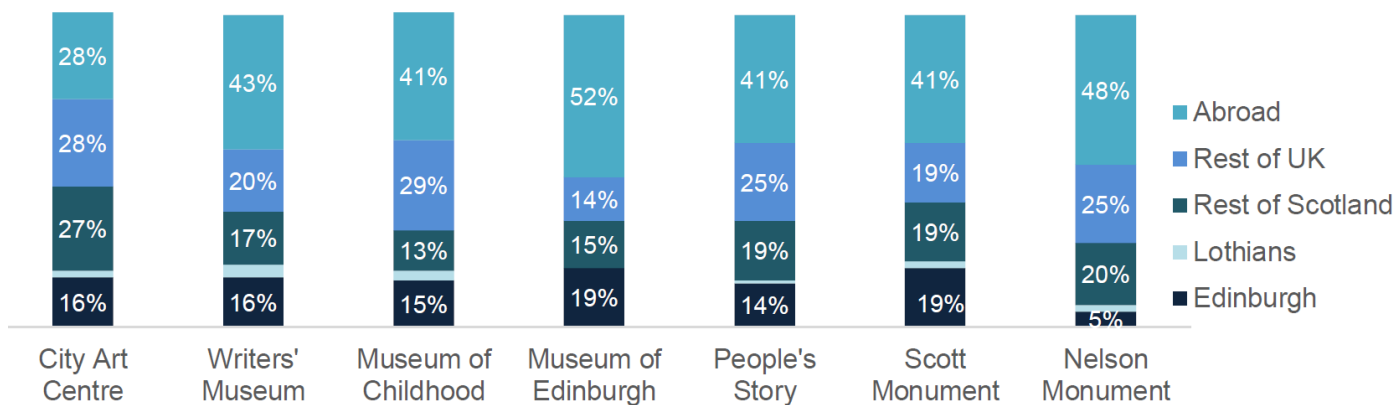
Currently the majority of MGE venues provide free admission for all visitors. Based on data for Q1 2023 91% of admissions were free with only 9% of visits incurring admission charges. The paid admissions included the Scott Monument, the City Art Centre and Lauriston Castle. Free admissions were available at Lauriston Castle (Grounds), Queensferry Museum, City Art Centre, Museum of Edinburgh, People’s Story, Museum of Childhood, the Writers’ Museum, the Nelson Monument.

One of the considerations when assessing the potential impacts of charging for entry is to understand the audience profile. The 2019 MGE Visitor Survey provides a number of valuable insights. Overall, the survey sample of 700 respondents provides a robust and representative sample of the audiences for the seven MGE venues where surveys were conducted. 15% were from Edinburgh. This means that out of every 100 visitors 85 were from outwith Edinburgh. This reflects Edinburgh’s position as the capital of Scotland and as a major tourist and visitor destination.



The visitor profile for each venue found some variations as follows. The Museum of Edinburgh and the Scott Monument achieved the highest proportion of Edinburgh residents as visitors at 19%. The Scott Monument is a paid for attraction and the Museum of Edinburgh is free admission. The Nelson monument has the lowest proportion of visitors from Edinburgh at 5%.

The City Art Centre has the highest proportion of domestic visitors from both Scotland and the wider UK. It has the lowest proportion of overseas visitors. The programme of temporary exhibitions clearly appeals more to the domestic audience than the overseas audience.



Lauriston Castle was not included in the 2019 survey.

The attraction of extending the admission charges from the current venues is the potential yield that would be achieved. The venues are all currently operational and introducing charges would change the roles of staff at each venue but would not necessarily increase the staff requirement. Some sites may require the introduction of upgraded equipment to allow charges to be levied, income received, and data on visitors captured.

The introduction of charges would impact on visitor numbers. In our experience the introduction of admission charges where admission was previously free generally results in a reduction in visitor numbers of up to 50%. The precise impact depends on the elasticity of demand from the various audience segments. Local residents are likely to have the greatest elasticity and overseas tourists the lowest elasticity. Therefore the impact on admission charges would see visitation by local residents and residents of the Lothians and Scotland reduce by up to 50%, with the impact on tourists likely to be less.

The precise impact would depend on the level of admission charge levied. The higher the charge the greater the reduction in visitor numbers. The lower the charge the less the reduction in visitor numbers.

The short-term impact of a competitive admission charge on visitor numbers is estimated as follows:

TABLE 5.1 IMPACT OF ADMISSION CHARGES ON VISITOR NUMBERS		
	Visitor Numbers 2019	Visitor Numbers After Admission charges
City Art Centre	98,600	63,100
Museum of Edinburgh	120,900	80,400
People's Story	64,100	42,600
Museum of Childhood	185,400	125,100
Writer's Museum	86,900	57,100
Scott Monument	23,300	23,300
Nelson Monument	64,700	44,100
TOTAL	643,900	435,700

Visitor numbers would potentially experience a fall of 32%.

5.3 Retail

The current retail activity is focussed on the City Art Centre, Museum of Edinburgh, Museum of Childhood and the Writer's Museum. The performance of retail at these venues is below the benchmark provided by the Visitor Attraction Monitor. This suggests that there is potential to increase the retail income. Where this can be achieved at existing retail outlets the yield will be greater as the equipment and staff resources are already in place.

Part of the explanation for the current performance are the constraints imposed on procurement by the Financial Regulations of the Local Authority. If these could be relaxed the retail purchasing activity would be less constrained and assist in enhancing the performance of MGE retail. It is also highly likely that the retail facilities in each current location would benefit from either being refreshed, layout improved and layout expended where possible.

The target retail spend per visitor based on an enhancement of the current operation should be £1.27. This represents a 34% uplift in retail income.

Further enhancements to retail income would require additional retail facilities at those locations where there is currently none. This would include the People's Story. The Scott Monument presents a number of challenges in terms of retail. The low visitor numbers and the space constraints combine to limit the yield that could be achieved even if a retail facility could be accommodated.

It should also be noted that if admission charges were to be introduced that this would have an adverse impact on visitor numbers and result in a reduction in total retail income. However, the reduction could be offset by enhancements to the spend per visitor.

5.4 Catering

The current catering operation is a franchise with Mimi's. The franchise has operated at the City Arts Centre since 2018 and since 2020 in the grounds of Lauriston Castle. The two operations are different in style with Mimi's Bakehouse at the City Art Centre providing a seated cafe service with an all-day brunch menu and Mimi's Little Bakehouse at Lauriston Castle Operating providing a takeaway service with limited seating, serving a small savoury menu and a selection of cakes and hot drinks.

Increasing income from catering would require introduction of catering into some of the other venues, expanding the existing facilities or increasing the performance of the existing facilities. The introduction of additional catering outlets would require investment to create the facilities and provide the equipment. Feedback from other new sites indicates that franchise operators are unable to provide investment in equipment for new operations and this is a cost that has to be met by the franchisor.

The yield on investment in catering has therefore to be viewed in the medium to long-term.

5.5 The Value of temporary exhibitions

Museums and Galleries Edinburgh already has considerable experience of charging for temporary exhibitions and this is one of the major draws of the City Arts Centre and is demonstrated in the different audience segments it attracts when compared with other MGE venues.

While an income generating strategy can consider increasing the income from temporary exhibitions there is significant market and financial risk associated with such a strategy. The recent Peter Howson exhibition demonstrates some of this. The expenditure incurred by MGE in staging the exhibition amounted to an estimated £130,000. The potential income based on achieving maximum capacity was forecast as £248,000. The breakeven level of attendance was forecast to be 52% of the maximum.

Temporary exhibitions can secure additional income but the risk is that the exhibitions will not cover their costs and result in a drain of resources from MGE.

5.6 Public programmes

Public programmes has the potential to increase income generation. However, the provision of the programmes faces similar challenges to temporary exhibitions in that they require resources to deliver them. The ability to recover the full cost of delivery from user charges is difficult as there are constraints on the level of charges that users will accept.

The opportunity is to increase the income generation from the current resources. Additional resources are unlikely to be able to generate sufficient income to meet the new costs. The only exception to this is likely to be where the existing resources are supplemented with freelancers to deliver particular aspects of the programme, where the additional costs are covered by the additional income.

5.7 Fundraising and philanthropic giving

The opportunities for fundraising and philanthropic giving will continue to be constrained unless MGE is established as an arms-length organisation. In the absence of such a major change the opportunities for MGE will be confined to the following:

- Capital funding for major projects from the National Lottery Heritage Fund
- Revenue funding from Trusts and Foundations interested in the programme objectives around audience development and learning

These are likely to be conducted on an ad hoc basis by existing staff responsible for developing the capital and revenue projects.

Should MGE be able to establish itself as an arms-length organisation then the long-term opportunity would be to create fundraising relationships with Trusts and Foundations and philanthropic sources with a view to generating a recurring source of income. Such an approach would require the commitment to a Development Department of at least 2 persons (Head of Development, and Development Assistant). This would require a commitment to meet the annual Development Department salary costs of up to £80,000 for up to 3 years before the Department would be able to cover its own costs.

5.8 Sponsorship

Sponsorship requires the development of relationships with corporate sponsors. This is an area which requires careful management to avoid any reputational harm from associations with organisations which are involved in activities that can be considered by some audiences and stakeholders as controversial. Recent examples have included pharmaceutical companies and energy companies.

As a local authority museum service the risk of reputational harm from such associations is no greater than with other museums and galleries but the extent of the harm may be greater.

If sponsorship is to be extended then a dedicated sponsorship management function within a Development Department should be considered. The development of sponsorship should be viewed as a long-term commitment to identify and recruit suitable corporate partners.

5.9 Donations

Museums and Galleries Edinburgh has been developing its approach to donations. However, we observe that competitors and comparators have achieved considerable success by introducing contactless donation points. These are increasing common and accepted by visitors. These are frequently accompanied by suggested levels of donations and an explanation about how the donations will be used or an illustration of the daily operating costs of the museum or gallery in which donations are being sought.

The contactless donation equipment can be purchased or leased. Leasing has the advantage that the equipment can be updated as technology improves and enhances the user experience.

5.10 Venue hire

Generating net income from venue hire needs to recognise the potential impact on the core activity of providing public access to museum and gallery collections. Venue hire activity can incur significant real costs and considerable opportunity costs. Generating significant venue hire income would require the development of expertise in new markets with new user groups. The current expertise is with visitor market segments.

6.0 OPTIONS APPRAISAL

6.1 Introduction

This section considers the opportunities for income generation for MGE and presents alternative approaches and strategies to assist in determining the most appropriate way forward. The options are presented as scenarios and as such can be unbundled and packaged to provide new and further options. One of the objectives for the options is to determine how MGE can achieve its target of achieving an additional £200k of new income. We have assumed that where this income can be achieved based on existing resources, rather than requiring new capital or revenue resources that is to be preferred.

6.2 Options

6.2.1 Summary

The following table summarises the components of each of the options considered.

TABLE 6.1		
INCOME GENERATING OPTIONS		
	SCENARIO 1	SCENARIO 2
	Audience Led Income Generation	Admission Charges
Admission Charges	No change to current regime	Extend admission charging regime to Museum of Edinburgh, Museum of Childhood and Writer's Museum.
Retail	Increase turnover from current facilities	Increase turnover with investment in new retail layouts
Catering	No change to current regime	No change to current regime
Fundraising and Philanthropic Giving	Consider revenue funding application for 3-year programme of activities with target audiences	No change
Temporary Exhibitions	No change to current regime	No change to current regime
Public Programmes	Introduce additional activity programme to attract new audiences.	No change
Donations	Introduce new contactless donation points at Royal Mile attractions.	No change
Venue Hire	No change	

6.2.2 SCENARIO 1 - Audience Led Income Generation

This option focuses on the current audiences as one of MGE's most significant assets in terms of income generation. The key changes would be in the following areas:

- **Retail** - Increase turnover from current facilities
- **Fundraising and Philanthropic Giving** - Revenue funding application to NLHF for 3-year programme of activities with excluded audiences
- **Public Programmes** - Introduce additional activity programme to attract new target audiences.
- **Donations** - Introduce new contactless donation points at Royal Mile attractions.

The target increase in retail would be to reduce the gap between the current performance and the Visitor Attraction Monitor benchmark by 50%. This assumes no significant investment in the retail environment and would prioritise the need to revise the procurement policy to provide greater freedom for buyers to develop standard commercial relationships with suppliers.

This alteration would increase turnover by an estimated £0.16 spend per visitor achieving an increase in turnover of an estimated £80,000 per annum. With an estimated cost of goods percentage of 40% this would result in **additional net retail income of £48,000**.

Donations represent a critical aspect of income generation for many visitor attraction, both free and paid admission. The advent of contactless donation points has transformed how donations can be collected and visitor are increasingly conditioned to respond to these opportunities for support. Overseas visitors are particularly conditioned to providing support for cultural attractions. The priority would be to instal these contactless donation points at the City Arts Centre, Museum of Edinburgh, The People's Story, the Museum of Childhood and the Writers' Museum.

The current level of donations is equivalent to £0.07 per free visit. Expressed in another way, only 1 in every 40 visitors is currently giving a donation of £3 as encouraged in the guidance at each venue. The initial target is to encourage 1 in 20 visitors who do not incur any admission to donate £3. This would increase the donation to an average per visitor of £0.15. This would yield approximately double the current **donations (assuming 2019 visitor levels are achieved) with an additional £55,000**.

Public programmes require considerable resources to sustain them. While a proportion of the cost can be recovered through user charges the potential is for the entire cost to be met through fundraising. In the absence of a Development Department the cost of fundraising is the opportunity cost of staff time in developing the project specification and preparing the funding applications. There is also no guarantee that funding applications will be successful. However, a well-developed project with appropriate target audiences and objectives matched with those of potential funding organisations, has a chance of success.

Revenue funding applications for Public Programmes are typically multi-year and cover the costs of staff, equipment, materials and ancillary costs. Some even allow full-cost recovery enabling organisational overheads to be recovered. **A fundraising target of £100,000** would support a Public Programmes position over 3 years. Some funders require the post and the activity to be new. However, this is not the case for all funders.

6.2.3 SCENARIO 2 - Admission Charges and Retail Enhancements

This option extends the admission charge regime to 3 venues and enhances the retail layouts in those venues to provide appropriate reception, ticketing and retail facilities. The key changes would be in the following areas:

- **Admission** - Extend admission charging regime to Museum of Edinburgh, Museum of Childhood and Writer’s Museum. Proposed nominal charge of £6 per adult.
- **Retail** - Increase turnover with investment in new retail layouts

The introduction of an admission charge would apply to all visitors at the selected venues. We have assumed that VAT would apply and that the adult admission would yield income of £5 and £3 for children and concessions. Based on comparable examples the average income from each admission would be £3.50. Based on the following visitor forecast the associated income would be as shown in Table 6.1.

TABLE 6.2				
ADMISSION CHARGE INCOME FORECAST				
	2019 Visitor Numbers	Forecast Visitor Numbers	Forecast Visitor Income (All Visitors)	Forecast visitor Income (Excluding residents of Edinburgh)
	Nos.	Nos.	£	£
City Art Centre	98,600	63,100		
Museum of Edinburgh	120,900	80,400	281,400	241,188
People's Story	64,100	42,600		
Museum of Childhood	185,400	125,100	437,850	389,184
Writer’s Museum	86,900	57,100	199,850	175,528
Scott Monument	23,300	23,300		
Nelson Monument	64,700	44,100		
TOTAL	643,900	435,700	919,100	805,901

The imposition of admission charges may encounter some challenges and it may be desirable to introduce an exemption for local residents. Table 6.2 indicates the income that would be generated if such an exemption was provided.

The introduction of admission charges would require some operational changes at each site and a change in the functionality of the MGE website. These would incur some one-off charges and some additional recurring operational costs. The costs are estimated as follows:

TABLE 6.3	
EXPENDITURE ASSOCIATED WITH THE INTRODUCTION OF ADMISSION CHARGES	
EXPENDITURE	£
One-off Costs	
Website Upgrade	30,000
Marketing and Communications	200,000
	230,000

TABLE 6.3 EXPENDITURE ASSOCIATED WITH THE INTRODUCTION OF ADMISSION CHARGES	
EXPENDITURE	£
Recurring (annual) costs	
Reception and Ticketing Staff	195,000
Marketing & Comms	60,000
Website Upgrades and Maintenance	20,000
Staff Training	20,000
Total Recurring Costs	295,000

The preparatory costs would require an initial investment of an estimated £230,000. These costs do not include any reconfiguration of the venues to provide for more appropriate reception/ticketing. This is considered below in conjunction with the remodelling of the retail facilities.

The one-off costs would be followed with estimated annual costs of some £295,000. This includes 2 additional staff members for each site to provide additional reception/ticketing staff. The importance of communicating the admission charge regime to all visitors is reflected in the marketing and communications budgets. These are in addition to current budgets and are designed to explain the admission charge regime and the benefits that arise from the income generated. Staff training is included to ensure that all staff are able to explain the admission charge regime.

The **annual net income from the introduction of charges would be between £510,000 and £620,000** depending in the precise regime adopted. These forecasts are based on a prudent assessment of the impact on visitor numbers. We are aware that some museums have introduced charges without experiencing reductions in visitor numbers. We believe that some of the initial reduction in visitor numbers will be reversed overtime but the current forecast is appropriate for any financial planning. Operational plans will need to consider the impact of potentially longer dwell times and the impact on museum and gallery capacities, especially if visitor numbers do not reduce as forecast, or recover more quickly to the pre-admission charge levels.

The introduction of admission charges will have an adverse impact on donations received at those venues. This would potentially result in a loss of income estimated at some £27,000 per annum.

The introduction of admission charges will result in increased demand for retail at each of the venues. This will require an enhancement of the retail facilities at each of the venues to ensure that the product range meets the visitor expectation and can fulfil the additional demand by ensuring appropriate access to stock. The refurbishment of the retail facilities would be most efficient if this was done at the same time as the reconfiguration of the reception/welcome associated with ticketing. **The estimated costs of the refurbishment of the retail facilities would be up to £50,000 per venue, a total cost of £150,000.**

The benefits of the refurbished retail facilities would be experienced through higher turnover. Visitors to paid attractions incur higher levels of expenditure in any associated retail and catering facilities. The estimated additional turnover and income would be as follows:

TABLE 6.4 FORECAST RETAIL INCOME FROM REFURBISHED FACILITIES		
	NOS	£
Museum of Edinburgh	80,400	234,800
Museum of Childhood	125,100	365,300
Writer's Museum	57,100	166,700
TOTAL		765,800

The turnover from the refreshed retail facilities at the 3 venues would increase by an estimated 105% based on the benchmark average spend for paid attractions of £2.92. This would result in additional retail

turnover of some £390,000 per annum. Assuming that cost of goods sold approximates to 40% the additional income after allowing for cost of goods sold would be £235,000.

This income assumes that the MGE retail is able to operate with standard commercial terms with suppliers and that the current constraint on these is removed. The scale of increase is significant and would require the support of additional purchasing staff and an additional member of staff to merchandise each venue. The additional members of staff would incur additional costs of £80,000 per annum.

Additional retail income generation is forecast to increase turnover by £390,00 per annum and yield a net income of £155,000 per annum.

7.0 BUSINESS CASE

7.1 Introduction

The following income and expenditure accounts summarise the financial implications of the Scenarios presented in the previous section and covers the introduction and 5-years of operation. The accounts concentrate on the incremental incomes and expenditures identifying those that change and the scale of that change. We have assumed that incomes will reach the forecast level over a 3-year transition. This is a prudent assumption and one that could be improved upon but provides a prudent basis for financial planning.

7.2 Scenario 1 - Audience Led Income Generation

This scenario has limited upfront investment requirement concentrated on the introduction of contactless donation points and associated point of sale material. As an alternative to purchase the contactless units can be leased on varying contract lengths. This would have the advantage of being able to upgrade as technology and potentially visitor behaviours change.

The main income generation of from additional retail turnover and donations. We have assumed that these would be achieved over a 3-year period and then be dependent on further visitor growth. We have assumed that fundraising would target grants to support the public programme activity and meet existing costs.

TABLE 7.1 INCREMENTAL INCOME AND EXPENDITURE MUSEUMS AND GALLERIES EDINBURGH SCENARIO 1 AUDIENCE LED INCOME GENERATION						
	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
Recurring Income	£	£	£	£	£	£
Retail Turnover		28,800	36,000	48,000	48,000	48,000
Donations		33,000	41,250	55,000	55,000	55,000
Fundraising - Public Programmes			33,000	33,000	33,000	33,000
TOTAL INCOME	-	61,800	110,250	136,000	136,000	136,000
One-off Costs						
Contactless Donation Points (Leasing Options are available)	25,000					
Sub-total	25,000	-	-	-	-	-
Recurring Expenditure						
Cost of Goods Sold		11,520	14,400	19,200	19,200	19,200
Contactless SIM		300	300	300	300	300
Contactless Transactions		1,650	2,063	2,750	2,750	2,750
Sub-total	-	13,470	16,763	22,250	22,250	22,250
TOTAL EXPENDITURE	25,000	13,470	16,763	22,250	22,250	22,250
NET ADDITIONAL INCOME	- 25,000	48,330	93,488	113,750	113,750	113,750

The eventual impact from Year-3 is an additional income of £114,000 with £80,000 from retail and donations. This is achieved with a modest initial investment but critically requires a relaxation of City of Edinburgh Council's procurement policy as it applies to museum and gallery retail suppliers to allow for a standard commercial relationship.

7.3 Scenario 2 - Admission Charges and Retail Enhancements

This scenario has a more profound impact on the income generation of Museums Galleries Edinburgh. It assumes that admission charges are introduced for all visitors except Edinburgh residents at the Museum of Edinburgh, the Museum of Childhood and the Writers' Museum. The introduction of admissions provides an opportunity to enhance the retail layouts at these same venues. There are substantial upfront costs but such is the impact on net income generation that these costs are recovered within two years of the changes being introduced. By year 3 the gross income generation is over £1 million and the net income generation is over £600,000 per annum.

TABLE 7.2 INCREMENTAL INCOME AND EXPENDITURE MUSEUMS AND GALLERIES EDINBURGH SCENARIO 2 ADMISSION CHARGES AND RETAIL						
	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5
	£	£	£	£	£	£
Recurring Income						
Admissions (Excluding Edinburgh Residents)		483,541	604,426	805,901	805,901	805,901
Retail Turnover		235,800	294,750	393,000	393,000	393,000
TOTAL INCOME						
	-	719,341	899,176	1,198,901	1,198,901	1,198,901
One-off Costs						
Website Upgrade	30,000					
Marketing and Communications Campaign	200,000					
Retail Refurbishment	150,000					
Sub-total	380,000	-	-	-	-	-
Recurring Expenditure						
Staffing (6 full-time) members		195,000	195,000	195,000	195,000	195,000
Marketing and Communications		60,000	60,000	60,000	60,000	60,000
Website Upgrades and Maintenance		20,000	20,000	20,000	20,000	20,000
Staff Training		20,000	20,000	20,000	20,000	20,000
Cost of Goods Sold		94,320	117,900	157,200	157,200	157,200
Retail Buyer and Merchandiser Posts		80,000	80,000	80,000	80,000	80,000
Reduction in donations income		27,000	27,000	27,000	27,000	27,000
Sub-total	-	496,320	519,900	559,200	559,200	559,200
TOTAL EXPENDITURE	380,000	496,320	519,900	559,200	559,200	559,200
NET ADDITIONAL INCOME	-	223,021	379,276	639,701	639,701	639,701

8.0 ACTION PLAN

The following action plan is presented for consideration.

SHORT-TERM	
1	To Review the Scenarios and identify a preferred Scenario. This could be a hybrid of the scenarios presented. A key factor should be the extent to which the selected Scenario meets the objective of securing an additional net income of £200,000. Currently, only Scenario 2 achieves this objective and exceeds the objective.
2	Once a preferred Scenario has been chosen or developed (if a hybrid option is selected) the underlying assumptions for each income generating activity should be verified, tested through peer review with MGE colleagues.
3	When the gross and net income projections have been verified the income generating activities should be prioritised in terms of net income. A risk assessment should then be conducted on each activity to identify the market risk (visitor footfall) and financial risk (visitor expenditure).
4	The one-off costs of implementing each income generating activity across each venue should then be tested, seeking supplier quotes where equipment and fixtures and fittings are required. Where building works are required outline costs from a construction cost professional should be included.
5	Confirm the preferred Scenario, the venues to be involved and the activities.
6	Develop an outline programme for implementing the works recognising the potentially disruptive nature of construction and fit out works. This could include a phased approach based on venues or activities being introduced over time.
7	Where the proposals will impact on communities a consultation programme should be developed to explain the proposals and any options.
MEDIUM-TERM	
8	Develop tender packages for equipment and contractors and implement a procurement programme
9	Implement the proposed alterations in support of the income generation
10	Develop appropriate staff training and recruitment to support the introduction of the enhanced and / or new income generation activities.
11	Monitor and evaluate each aspect of the new income generation strategy and take remedial action as required.
12	Consider further alterations to optimise income generation



QA CHECK	
Checked By	AR
Authorised By	PJ
Date	10 November 2023
Version	2.01
REF J1395	



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Culture and Communities Committee

10.00am, Thursday, 7 December 2023

Cemeteries Update – Support for Volunteer Groups and Cemetery Rules

Executive/routine
Wards

Executive
All

1. Recommendations

1.1 The Culture and Communities Committee is asked to:

1.1.1 Agree that income described in paragraph 4.2 should continue to be distributed between the Friends Groups specified in Appendix 1 on receipt of an appropriate request from the organisation; and that said funding will be provided only for works within the relevant cemetery and must be accounted for by the recipients;

1.1.2 Note the update on Cemetery Management rules; and

1.1.3 Agree to discharge outstanding remits for these items.

Paul Lawrence

Executive Director of Place

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Cemeteries Update – Support for Volunteer Groups and Cemetery Rules

2. Executive Summary

- 2.1 This report updates Committee on two issues within the cemetery estate. It makes recommendations with respect to the management and funding of cemetery ‘Friends’ groups and provides an update since revised Cemetery Management Rules were agreed in August 2022.

3. Background

- 3.1 The provision of space for burials is a statutory requirement upon the Council. The City of Edinburgh Council owns and operates 43 cemeteries, churchyards and burial grounds across the city.

4. Main report

‘Friends’ groups

- 4.1 There are currently 10 ‘Friends of Cemetery’ groups in the city whose members volunteer to maintain and improve cemeteries. These groups cover cemeteries at Dalry, Grange, Greyfriars, Morningside, Mortonhall Baby Rose Garden, Newington, North Merchiston, South Queensferry, St Cuthbert’s and Warriston.
- 4.2 As reported to Committee in [November 2021](#), to support the establishment of these groups and their work to maintain and improve cemeteries, small scale funding was provided by the Council. Funding was also allocated to support two charities who support families following the death of a child. This funding came from a national scheme by which an organisation (‘Orthometals’) recycles metals recovered from the cremation process at Mortonhall Crematorium.
- 4.3 The November 2021 report does not specifically address whether the funding provided was intended to be a one off or on an ongoing basis. Additionally, the report did not specify what the funding provided to ‘Friends’ groups and other similar groups should be used for. Details of payments made in the last two financial years are included at Appendix 1. The payments are made directly by Orthometals to the groups based on instructions from the service, and the rate of exchange will vary.

- 4.4 The funding for Friends groups is intended to support the volunteer activity by providing funding for items such as:
- 4.4.1 Garden tools or equipment for use in the cemetery;
 - 4.4.2 Plants, bulbs or seeds appropriate to the cemetery landscape; or
 - 4.4.3 Small items, such as bird or bat boxes designed to support wildlife diversity in the cemetery.
- 4.5 It is therefore recommended that:
- 4.5.1 Funding received from income set out in paragraph 4.2 above should continue to be distributed between the groups specified in Appendix 1 on receipt of an appropriate request from the organisation; and
 - 4.5.2 Funding should be provided only for works within the relevant cemetery or equipment to support this. Each group should provide annual updates on what the money has been spent on and demonstrate that the group continues to meet regularly.

Update on Cemetery Rules

- 4.6 As [reported](#) to Committee on 16 August 2022, revised Cemetery Management Rules were consulted upon, and Committee agreed that the Rules should be implemented from that date.
- 4.7 Since the implementation of the revised rules, the Council has received 10 complaints about breaches of the rules, all of which referred to dogs which were off-lead in cemeteries. The complaints were made by four individuals and one further anonymous complaint. The complaints refer to just four of the 43 cemeteries operated by the service. All complainers requested that the rules should be revisited, and that the Council should implement a total ban on dogs in cemeteries.
- 4.8 The Council's position is that a cemetery is a place of burial and reflection for the bereaved. It is acknowledged that the issue described above is of significance to those directly affected and who have been distressed by owners allowing their dogs off-lead within a cemetery. Members will recall that they previously heard directly from deputations illustrating these concerns.
- 4.9 Whilst acknowledging the significance of the concerns to the individuals, based on the relatively small number of complaints and the practicalities of enforcing a complete ban on dogs within cemeteries, it is not proposed to revisit or amend the current Cemetery Rules at this time.
- 4.10 Bereavement Services staff continue to monitor the situation and will engage with users of the cemeteries, including owners of dogs and local residents, to encourage respect for the rules.

5. Next Steps

- 5.1 If agreed, officers will update the current arrangements with respect to the distribution and monitoring of income received from the Orthometals scheme.

- 5.2 Officers will continue to monitor compliance with Cemetery Rules and take enforcement action where appropriate.

6. Financial impact

- 6.1 A review of current arrangements will be carried out with respect to the distribution and monitoring of income received from the Orthometals scheme.

7. Equality and Poverty Impact

- 7.1 Not applicable.

8. Climate and Nature Emergency Implications

- 8.1 Not applicable.

9. Risk, policy, compliance, governance and community impact

- 9.1 Council staff will continue to monitor compliance with Cemetery Rules and to take enforcement action where appropriate.
- 9.2 Council staff will continue to support Friends groups in their valuable work maintaining Edinburgh's cemeteries.

10. Background reading/external references

- 10.1 [Culture and Communities Committee – 16 August 2022](#) ('Cemetery Management Rules – Outcome of Consultation')
- 10.2 [Culture and Communities Committee – 16 November 2021](#) ('Cemetery Strategy')

11. Appendices

- Appendix 1 Income and donations made from the recycling of metals scheme
'Orthometals'

Appendix 1

Organisation	Funds paid (€)	Funds paid (€)
	2023	2022
Held in our Hearts	2,295.89	2,200.00
Simba	2,295.89	2,200.00
Friends of Grange	1,000.00	1,400.00
Friends of Greyfriars	1,000.00	1,200.00
Friends of Morningside	1,000.00	1,200.00
Friends of Newington	1,000.00	1,200.00
Friends of South Queensferry	1,000.00	1,200.00
Friends of Warriston	1,000.00	1,400.00
Friends of Dalry	1,000.00	1,400.00
Friends of Mortonhall	1,000.00	1,200.00
St Cuthbert's Kirkyard Heritage Association	1,000.00	1,200.00
North Merchiston	1,000.00	1,077.35
Total	14,591.78	16,877.35
*Total in £	£12,694.85	£14,691.99

*Rate of exchange varies - as at 27 November 2023 €1 = £0.87

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Culture and Communities Committee

10.00am, Thursday, 7 December 2023

Craigmillar Castle Park Cemetery Commissioning Phase 2

Executive/routine
Wards

Routine
All

1. Recommendations

- 1.1 The Culture and Communities Committee is asked to note:
 - 1.1.1 The current limited burial space in the city, and the space currently available at Craigmillar Castle Park cemetery; and
 - 1.1.2 The intention to implement the Phase 2 development at Craigmillar Castle Park cemetery.

Paul Lawrence

Executive Director of Place

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Craigmillar Castle Park Cemetery Commissioning Phase 2

2. Executive Summary

- 2.1 This report updates the Committee on the remaining capacity for burials at Craigmillar Castle Park Cemetery (CCP) and proposes to implement Phase 2 of the planned development of the site.

3. Background

- 3.1 The provision of space for burials is a statutory requirement upon the Council. The City of Edinburgh Council owns and operates 43 cemeteries, churchyards and burial grounds across the city.
- 3.2 On 16 November 2021, as part of a wider report on the city's cemeteries, Committee noted an update on CCP and the need to implement the Phase 2 expansion to provide city-side capacity moving forward. The report committed to bring a further report to Committee when the funding options had been investigated, which is the purpose of this report.

4. Main report

- 4.1 It is currently estimated that, without further commissioning of the remaining phase at CCP, the city only has sufficient grave space for the next three years (930 spaces). Current space available is shown in Appendix 1.
- 4.2 As reported to Committee in November 2021, the development of Phase 2 of CCP has Planning consent and could meet the expected demand for burials in the city for approximately 10 years. A site drawing for the proposed Phase 2 development is attached at Appendix 2.
- 4.3 While individuals and organisations including the Muslim community, 'Friends' groups, some Community Councils and MSPs have expressed a desire to identify additional cemeteries across the city, to replace or add to some of the existing 43 which have either limited or no space remaining, however there is no provision in

the capital budget for the commissioning of additional cemeteries beyond what is proposed for CCP in this report.

‘Phase 2’ development at CCP

- 4.4 Since the report of November 2021, the Council has awarded £1.2m capital funding to meet both essential cemetery repairs and the extension of CCP. To date, over £0.3m has been spent on various repairs and it is proposed to use the remaining funding to implement Phase 2 expansion at CCP.

5. Next Steps

- 5.1 Should the Committee approve the recommendations in this report, officers will arrange to commence Phase II commissioning at CCP, using the capital funding currently allocated to cemetery repairs.

6. Financial impact

- 6.1 It was estimated in early 2020 that it would cost around £0.85m to commission Phase 2 at CCP.
- 6.2 Of the previously allocated £1.2m capital for city cemeteries, £0.893m remains and will be utilised to progress the Phase 2 extension at CCP.

7. Equality and Poverty Impact

- 7.1 Lairs for Muslims (and certain other faiths) require more land than other lairs, and burial space within the city is coming under increasing pressure. This creates a risk that Muslims from Edinburgh may not be able to be buried in Edinburgh without further commissioning of Phase 2.

8. Climate and Nature Emergency Implications

- 8.1 The land for Phase 2 at CCP has already been allocated for burials and been granted the appropriate planning consent.

9. Risk, policy, compliance, governance and community impact

- 9.1 The Council has a statutory requirement under the Burial and Cremation (Scotland) Act 2016 to have available burial sites in Edinburgh. Continued reliance on CCP without further expansion also risks the inability to provide lairs at that site and thus associated reputational damage.

- 9.2 There is currently a lack of space for burial locations across the city apart from at CCP. Without this commissioning, there is a risk that the Council will be unable to discharge its statutory duties.
- 9.3 There is also a risk that the available budget will be insufficient to meet the project costs. In this event, officers would consider options to either bring the project within budget or seek additional funding.

10. Background reading/external references

- 10.1 [Culture and Communities Committee – 16 August 2022](#) ('Cemetery Management Rules – Outcome of Consultation')

11. Appendices

Appendix 1 – Available lairs across the city (31 August 2023).

Appendix 2 – Phase 2 site drawing.

Appendix 1

Cemetery	Available lairs
Saughton	67
Queensferry new	14
Liberton	36
Comely Bank	7
Morningside	101
Corstorphine Hill	41
Portobello	18
Ratho	142
Craigmillar Castle Park (Phase 1)	447
Kirkliston	35
Currie	22
Total	930

Appendix 2



PLANNING			
Rev.	Description	Date	By
1	Original submission	09/09/00	ASG
<p>EDINBURGH THE CITY OF EDINBURGH COUNCIL</p> <p>CITY DEVELOPMENT PROPERTY SERVICES 329 High Street, Edinburgh, EH1 1PN Tel. 0131 206 2000 Fax. 0131 529 7077</p> <p>Project: Castlepark Cemetery Old Dalkeith Road Edinburgh</p> <p>Project No. G0207</p> <p>Drawing Title: Site Plan 08 OCT 2011</p> <p>Drawing No. AL(P)003</p> <p>Purpose/Issue: Date: 16/12/2011</p> <p>Scale: 1:500 @ A1</p> <p>Drawn: JG</p> <p>DO NOT SCALE THIS DRAWING</p>			

Appendix 2



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Culture and Communities Committee

10.00am, Thursday, 7 December 2023

Cultural Grants Funding 2018 - 23

Executive/routine
Wards

Routine
All

1. Recommendations

- 1.1 Culture and Communities Committee are asked to note this update on what the Council's third party cultural grants revenue budget would be if it had increased in line with inflation and the associated impacts on the city's cultural sector and on the impact of such an increase on the scope and sustainability of the city's key cultural infrastructure and deliverability of the Council's Business Plan and Cultural Strategy.

Paul Lawrence

Executive Director of Place

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Cultural Grants Budget 2018/23

2. Executive Summary

- 2.1 This report responds to a request from Committee on 5 October 2023 and includes a rough estimate of what impact such an increase would have on the scope and sustainability of the city's key cultural infrastructure and deliverability of the Councils Business Plan and Cultural Strategy.

3. Background

- 3.1 Edinburgh is a world leading cultural capital, and home to an eclectic mix of diverse narratives, art forms, and creative practice.
- 3.2 The Strategic Partnerships cultural funding programme is an important action of the [Citywide Culture Strategy 2023-2030](#) and aims to facilitate access to cultural activities and practice and deliver a significant contribution to the city's success as an exceptional and creative place to live and work.
- 3.3 On 5 October 2023, Committee approved an Addendum by the SNP Group which requested:
- 3.3.1 A short report ahead of the forthcoming budget setting to outline what Edinburgh Councils Third Party Cultural Grants revenue budget would be if it had increased in-line with inflation; and
- 3.3.2 A rough estimate of what impact such an increase would have on the scope and sustainability of the city's key cultural infrastructure and deliverability of the Councils Business Plan and Cultural Strategy.

4. Main report

Financial Context

- 4.1 The Council has set the annual budget for cultural grants and other services in the context of significant financial pressures resulting from increased demand for services, exceptional inflationary pressures, legislative reform and continuing financial impacts of the Coronavirus (COVID-19) pandemic.

- 4.2 Across the period 2018/19 to 2023/24, the Council's underlying like-for-like revenue budget allocation from the Scottish Government increased by a total of approximately 2.2%.
- 4.3 General inflationary pressures, based on the Consumer Price Index (CPI), were circa 24% over the same five-year period.

Cultural Grants Funding

- 4.4 The annual budget for cultural grants budget has changed slightly over the past five years with a budget of £4.589m approved for 2023/24. The allocation of funding in 2023/24 was [agreed](#) by the Culture and Communities Committee on 11 May 2023.
- 4.5 If the CPI inflationary pressure was applied to the annual cultural grants budget in each of the last five years, the increase in funding would have been c. £1.1m. This includes the exceptional inflationary pressures experienced during 2022/23 and 2023/24.

Impact on the sector

- 4.6 The sector has adapted and responded robustly to the pressures experienced over the last five years and has continued to deliver agreed programmes of work linked to the city's previous Culture Plan.
- 4.7 Had the budget kept up with inflation, the sector would have been able to sustain and invest in infrastructure and programmes; rebuild reserves and maintain a confident planning horizon.
- 4.8 However, venues currently face challenges of maintenance, equipment, and resource replacement; there are challenges for programmers and artistic directors in risk and development; and it is harder for new work and community engagement and partnerships to develop.

Future Funding

- 4.9 As reported to Committee in October 2023, a review of the Strategic Partnerships funding programme has been completed and the recommendations are now being implemented.
- 4.10 The current approach to funding for the Strategic Partnerships in the future assumes that there will be no increase in the budget for cultural grants. This is likely to present challenges for cultural organisations to continue to deliver activities and to impact on their reach across the city and will potentially impact on support for delivering the Council's Cultural Strategy and Business Plan.
- 4.11 An increase in funding would be welcomed by the sector, providing them with the opportunity to review, reinstate and, depending on the funding available, may increase the opportunities to deliver cultural activities in the city. This would also continue to demonstrate the Council's commitment to the sector.
- 4.12 The benefits of additional funding have recently been demonstrated by the festivals PlaCE programme, where additional funding has been shown to be transformative ([evaluation report](#)).

- 4.13 In a response in October this year to the Constitution, Europe, External Affairs and Culture Committee's scrutiny of the Scottish Government's culture budget for 2024-25, Culture Counts captures a clear overview of the parallel position nationally (this is attached in Appendix 1).
- 4.14 Subsequently, the Scottish Government has reintroduced original funding agreements, and recipients have delivered agreed activities and programmes whilst accommodating the substantial reduction in real value of the grants at the same time as facing the additional post-COVID global economic pressures.

5. Next Steps

- 5.1 Committee is asked to note the information provided in this report, in response to the addendum agreed by Committee on 5 October 2023.

6. Financial impact

- 6.1 The annual budget for cultural grants budget has changed slightly over the past five years, from £4.642m in 2018/19 to £4.589m in 2023/24. The budget for Strategic Partners in the city is £4.259m in 2023/24.
- 6.2 This report focuses on the funding for cultural grants over the last five years. If the CPI inflationary pressure was applied to the annual cultural grants budget in each of the last five years, the increase in funding would have been c. £1.1m. This includes the exceptional inflationary pressures experienced during 2022/23 and 2023/24.

7. Equality and Poverty Impact

- 7.1 All organisations are expected to have relevant employment, equalities, rights and sustainability policies in place as set out in the Council Conditions of Grant.
- 7.2 All organisations must have a commitment to mainstream equalities and rights in accordance with the Equality Act 2010. Both in terms of its practices employing staff and volunteers and in providing services, they should be able to show how their organisation advances equality of opportunity; fosters good relations; and eliminates any unlawful discrimination, harassment and victimisation.
- 7.3 The funding relationship with the Strategic Partners also offers to engage the organisations in its Diversity Programme which better connects ethnically diverse artists to the associate organisations through communications platforms, networking events and funding opportunities hence contributing positively to shifting the culture of the organisations to better embed equality in their activities.
- 7.4 All Strategic Partners are expected to contribute to the annual Community Engagement Report which outlines the activities designed and developed for the benefit of groups and communities listed under the protected characteristics, including those affected by socio-economic disadvantages, per the Integrated

Impact Assessment guidelines. The report allows the Service to monitor, assess and share the positive impacts on individuals and communities engaged in those activities.

8. Climate and Nature Emergency Implications

8.1 As a public body, the Council has statutory duties relating to climate emissions and biodiversity. The Council

“must, in exercising its functions, act in the way best calculated to contribute to the delivery of emissions reduction targets”

(Climate Change (Emissions Reductions Targets) (Scotland) Act 2019), and

“in exercising any functions, to further the conservation of biodiversity so far as it is consistent with the proper exercise of those functions”

(Nature Conservation (Scotland) Act 2004)

8.2 The City of Edinburgh Council declared a Climate Emergency in 2019 and committed to work towards a target of net zero emissions by 2030 for both city and corporate emissions and embedded this as a core priority of the Council Business Plan 2023-27. The Council also declared a Nature Emergency in 2023.

Environmental Impacts

8.3 The Council’s funding agreement conditions include carbon impact reduction action and planning requirements. Progress reports are collected annually and shared with the Council’s Policy and Strategy Service for information, and potential inclusion in the Council’s public bodies reporting processes. This represents an additional financial implication for venues and partners.

9. Risk, policy, compliance, governance and community impact

9.1 The report provides a summary of citywide impacts and benefits for reference to further inform potential budget options affecting the culture sector.

10. Background reading/external references

10.1 None.

11. Appendices

11.1 Appendix 1 – Culture Counts: Response to the Constitution, Europe, External Affairs and Culture Committee’s scrutiny of the Scottish Government’s culture budget for 2024-25.



Culture Counts – Response to the Constitution, Europe, External Affairs and Culture Committee’s scrutiny of the Scottish Government’s culture budget for 2024-25.

Culture Counts is a network of over 70 arts, heritage and creative industries organisations. Our members are largely representative bodies, as well as some events and performing companies. We welcome the committee’s continued engagement on the issue of the future of funding for culture, which has never been more vital.

Our response builds upon our evidence and recommendations for the 23-24 inquiry ([Our evidence to the culture funding inquiry — Culture Counts](#)), as well as consulting with our Core Members and sector stakeholders for up to date evidence on the central issues (see appendix I), as well as consideration of relevant academic and industry research (see appendix II). We have received evidence from individual artists and organisations from museums and galleries, theatre, art, health care and access for disabled people, Local Authority and Local Authority Culture Trusts, libraries, playwrights, literature, music, voluntary arts, environmental, archives, skills and craft.

1. In our pre-budget report last year, the Committee described the operating environment of the culture sector as facing a “perfect storm” of long-term budget pressures, reduced income generation, and increased operating costs. How has this evolved over the last 12 months? What impact has the Budget for 2023-24 had on the culture sector?

Evidence and testimony from across the cultural sector are clear - at best, the position relative to 2023-24 has remained the same, but more often the position for organisations, cultural workers and artists has significantly worsened.

When considering the present culture sector landscape, it’s clear that factors outlined in the CEEAC Committee report last year remain live and urgent. The overall economic picture is extremely challenging. High inflation and rising interest rates are acutely impacting the culture sector. The impacts of Brexit are ongoing, and the sector is still in recovery from the pandemic with audience numbers in most areas still to reach pre-pandemic levels and now exacerbated by the cost-of-living crisis. The effect of almost a decade of standstill investment in many parts of the Culture Portfolio is a deepening real terms cut. Recent [analysis by the Scottish Parliament’s Information Centre](#) demonstrates those trends.

Our evidence (Appendix 1) and others’ submission from across the culture sector will provide the sobering examples of the current position; the venue closures; the reduced cultural services; the losses and toll on the workforce and freelancers; and the precarity across the whole sector as income generation is exhausted and financial reserves are depleted. The sector remains in crisis with some predicting they may not be here in 24-25 and the post pandemic will to ‘build back better’ mostly forgotten.

The recommendations in the Committee's report last year were disappointingly not reflected in the Scottish Government's initial draft budget for 23-24, which most concerningly contained a proposed 10% cut to Creative Scotland (CS), with further cuts or standstill funding for other areas of the culture portfolio. The cut to Creative Scotland went against all evidence provided and was a moment of regression rather than progress. Reversing this cut was hugely welcomed, however it only came about after a significant and hard-fought campaigning from the culture sector and public. In the year since, the real terms value of investment in many parts of the culture sector continues to fall.

Scotland's cultural sector is world-class. However, spending on culture has not been a budget priority for the Scottish Government or Local Government in recent years. Last year, the Constitution, External Affairs and Culture (CEAC) portfolio was 0.58% of total Government spending ([Scottish Budget: 2023-24 \(www.gov.scot\)](#)). This was one of the lowest areas of Government investment (surpassed only by spending on the Deputy First Minister, Crown Office and Procurator Fiscal).

Spending remains miles from the recommendation in the [2019 CEEAC report, Putting Artists in the Picture](#), that culture should establish a baseline target for culture funding above 1% of the Scottish Government's overall budget, on a cross-portfolio basis. This remains the goal and would see a budget of £597mil (based on the 23/24 budget) providing an additional £250mil.

Within the CEAC portfolio, sustained investment in critical parts of Scotland's core cultural infrastructure have not been prioritised. Since 2015-2016, the majority of Creative Scotland's 120 Regular Funded Organisations have received standstill funding, meaning approximately 31% ([Bank of England Inflation Calculator](#)) of the value of the Government's investment in these organisations has disappeared.

Looking at Creative Scotland's income more widely, ignoring the very welcomed emergency covid funding, the total grant funding for Creative Scotland in 2021-22 was about 10% lower in real terms than in 2014-15. This is despite the Scottish Government providing additional money for Screen Scotland since 2018-19. Therefore, the real terms cuts to the areas of Creative Scotland since 2014-15, that are not screen related, are substantially more than 10% ([Scottish Parliament Information Centre Briefing](#)).

Artists, makers, and creatives are the heart of the sector and need to be paid fairly for all that they do and produce. The main source of Scotland's funding for individual artists stems from National Lottery income distributed by Creative Scotland. CS received £34.4m from the National Lottery in 2015-16, falling to £31.5m in 2022-23. ([Scottish Parliament Information Centre Briefing](#)). This is a real terms reduction of 30% in the value of support available to individual artists and one-off projects by cultural organisations. ([Bank of England Inflation Calculator](#)) Given the Scottish Government's commitment to individual artists and freelance practitioners, there is an inadequacy of the funding levels available to individual artists.

Short-term and annualised funding settlements are not conducive to forward planning, organisational and staff security and achieving long-term change. It puts the sector under significant pressure and creates an unproductive environment of uncertainty and competition when we should be encouraging strategic and sustainable planning and collaboration. The

late confirmation of budget levels compounds the challenges of forward planning and programming. Implementing Multi-year funding would enable long-term planning and is key to future proofing. Doing so will fulfil the Scottish Government manifesto commitment of delivering three-year funding settlements, which has yet to be delivered. Fast and responsive investment being made available for initiatives such as the Culture Collective was welcome and has been hugely successful, however the legacy of such investment initiatives needs to be considered at the outset as the long-term benefits are under threat with funding due to end and no continuation available.

Outwith the Creative Scotland ecosystem, the picture is no better. Funding for Scotland's National Performing Companies has remained flat in cash terms since 2016-17. This represents a real terms cut of over 20% in the past ten years ([Scottish Parliament Information Centre Briefing](#)). Six of Scotland's leading independent producing theatres have recently published a stark [report](#) outlining immediate risks to their sustainability. At a community level, 1mil Scots participate in local creative groups but these need the infrastructure of support organisations, without which would see a loss of opportunities to participate and increased social isolation. ([Creative Lives](#))

Where the picture is most bleak is in Local Authorities, where since 2015-16, the real terms value of investment in Libraries, Museums, Galleries, and other cultural heritage has fallen by nearly 40% ([Scottish Parliament Information Centre Briefing](#)). The majority of cultural facilities are free at the point of delivery (which must be protected), and therefore have limited opportunity to secure additional income to mitigate additional costs. Over half of Community Leisure UK members have reported that their services will be unsustainable within two years without further intervention or significantly restructuring service delivery. It is important to recognise any funding into public culture as an investment, supporting the health and wellbeing of communities, and not a cost.

Despite efforts to develop investment through philanthropy and business sponsorship cuts of 33% were made to the Culture & Business Fund Scotland in 2022 and maintained for 2023/24. In a time where funding is decreasing, sponsorship provides an alternative and vital revenue stream and the C&BS Fund can act as a key incentive tool to achieve sponsorship. Reductions to the scheme do not help to develop the philanthropic business sector that we need.

The sector has welcomed the Scottish Government support and collaboration with the UK Government to secure cultural tax breaks including Exhibition Tax Relief, Theatre Tax Relief, Orchestra Relief, energy bills relief scheme, etc. This has provided a lifeline for many organisations without which their financial situation would be much bleaker. We would urge the Scottish Government to work to maintain these commitments and collaborate further with the UK Government on future investment opportunities, however, these alone, are not enough to rebalance the gap in investment that the sector has experienced or provide the sustainability the sector needs.

2. Our report also concluded that this crisis provides an opportunity to accelerate innovative solutions to the budgetary pressures within the sector. What progress has been made on this in the last 12 months? And at a time of limited resources,

what other innovative approaches could the Scottish Government take forward to support the culture sector.

The Creative Industries contribute more than £5 billion to the Scottish economy every year. They comprise of over 15,000 businesses employing more 70,000 people and make a vital contribution to the national wealth and international reputation. Despite this there has been a lack of progress in the development of existing and new forms of cultural investment and businesses and jobs are now at stake. Culture Counts has seen little progress against the recommendations outlined in the CEEAC Committee's report, or in the Government's own commitments. While past recommendations made by the Committee and Culture Counts ([12 recommendations for culture funding — Culture Counts](#)) remain relevant, they no longer go far enough. To secure the future of Scotland's cultural sector, urgent and transformative action is needed.

The culture sector is inherently innovative and creative across all that it does including in diversifying its income, which is why it has survived in recent years. It has, however exhausted cost cutting initiatives and innovative schemes for diversifying income at an organisational level. Fundraising is increasingly challenging with funders experiencing increased demand, many are moving to support different priorities and success rates are plummeting. The sector reports that it is at capacity without significantly compromising its core services and mission. Further change and adaptation is of course possible, but additional budgets and interventions are urgently needed at a government level.

Increased Investment

Scotland's spend on culture as a percentage of GDP is still one of the lowest in Europe lying 28th out of the 34 nations ([Statistics | Eurostat \(europa.eu\)](#) 2021 and [Country and regional analysis: 2022 - GOV.UK \(www.gov.uk\)](#)). If Scotland aspires to set an international example as a progressive nation and lead the way in its cultural investment, then the current budget levels need to significantly improve to realise this and meet the ambitions proposed within the cultural strategies.

Creative Scotland has recently [announced the demand for its new multi-year funding programme](#) is £113m annually from 500 organisations. The RFO network (predecessor to the multi-year funding programme) had a budget of £32.7mil in 2023-24 ([Creative Scotland Annual Plan 23-24](#)) This provides a clear indication of the scale of ambition, the impacts of rising costs and need that exists across Scotland's culture and creative sector. However, this picture is from only one strand of Creative Scotland's funding portfolio and does not reflect the need from their other programmes or from the rest of the sector outwith Creative Scotland's remit.

- **Budget increase:** Culture Counts is recommending an increase to the Constitution, External Affairs and Culture Portfolio budget for 24-25 at **30%** of the 23-24 budget
 - The value of a 30% uplift would be **£104mil**
 - Based on the 2023-24 Budget, the portfolio would represent **0.76%** of total Scottish Government spending.
 - The proposed uplift would represent an increase of **0.16%** of total Scottish Government spending

This investment would go a long way to securing the future of Scotland's world leading cultural sector, and position us to deliver shared strategic priorities, but increased investment alone is not enough. In addition to the above we are recommending the following actions be taken, to ensure that this approach is protected in the longer-term:

- **Establishing a baseline:** the 24-25 Culture funding level is recognised as a baseline level of investment.
- **NPF indicator:** Government investment in Culture is included as an indicator in the National Performance Framework. In future years:
 - investment falling below the 24-25 baseline is recognised as performance worsening.
 - the 24-25 level + inflation is performance maintaining.
 - additional investment is performance improving.
- **Multi-year funding settlements:** Using the newly established baseline outlined above, that the Scottish Government fulfils its manifesto commitment of delivering three-year funding settlements to the culture sector.
- **Future investment decisions** should be taken in a way which prioritises the long-term health of the culture sector.

Government investment is only one part of Scotland's cultural ecosystem. It is also essential that the **Scottish Government works with COSLA and Local Government**, building on the newly established Verity Agreement to mitigate and reverse the hollowing out of Local Authority cultural services, which have sustained a 39% real-terms cut since 2015-16. ([Scottish Parliament Information Centre Briefing](#), [Bank of England Inflation Calculator](#)).

3. The Committee called for the forthcoming refreshed Culture Strategy Action Plan to provide a clear and strategic sense of how the Scottish Government is working to ensure a more sustainable future for the sector. How should the refreshed Culture Strategy Action Plan help to inform future budgetary decisions within the culture sector?

At the time of this consultation, a refreshed Cultural Strategy Action Plan has not yet been published which makes identifying ways it can inform future budgetary decisions difficult. The sector would welcome an Action Plan which puts audiences and artists at its centre and provides a forward-looking long term strategic approach to cultural activity, leadership, delivery and funding and integrates thinking from the strategic cultural work under development including the International Culture Strategy. We would additionally urgently call for a Strategy for the Creative Industries and for clarity on where leadership on the creative economy currently lies. As things stand, strategic ambitions do not match with need and the resource available and there is a real risk that the sector will be too lean to change and respond to the refreshed Action Plan without significant investment.

A strategic approach to Cross Policy Working is urgently needed with identified leadership that understands the intrinsic value of culture of and in itself and that cultural participation has wider benefits that support our wellbeing and builds wealth in our communities. Cross-portfolio working is implemented most successfully from the ground up. Across the culture

sector there are multiple examples of collaborative models with the public and third sectors to deliver activity which supports early intervention and prevention which consequently reduce demand of higher tariff public community, social care and health services. Investment, a strategic approach and commitment across Government departments is now required to work towards transferring public investment through procurement and collaborative solutions to deliver change at a transformative level. Some work has already begun to map out where arts, heritage and creative industries can deliver on outcomes across Justice; Social Security; Health; Education and Economy. Further work is required to identify ways to secure cross-portfolio investment and understanding of the benefits of culture, particularly with the increased demand for social prescribing and creative therapies to support mental health and well-being. Initiatives such as the introduction of a % for culture scheme from all Scottish Government infrastructure projects could further this approach. This scheme was an SNP manifesto commitment and should be realised as a matter of urgency.

Transparent and inclusive strategies, processes and cross-party commitments are vital to the sector's development but without a shift in investment the sector will continue to decline. An increased budget must be passed on to those who have been on standstill funding or have not received support over the last decade to make up for the real terms loss and to provide security and sustainability to achieve the ambitions and to meet the requirements in the areas of carbon reduction and moving to net zero, fair work and equality, diversity, and inclusion.

The lack of available money to invest in the sector argument made by Government prevents meaningful engagement and discussion. The barriers to providing appropriate investment and a multi-year settlement are unclear given that the culture budget has represented such a low percentage of the overall budget, the risks to committing for at least three years are relatively low compared to the benefits this would deliver.

Furthermore, significant changes to the Fiscal Framework were agreed last month, which doubled Scotland's borrowing capability (to £600mil), removed the withdrawal limit from the Scotland Reserve and ensures that borrowing and reserve limits will now grow with inflation. These changes allow the Scottish Government significantly greater flexibility in accommodating the budgetary need and addressing barriers to delivering the multi-year funding settlement manifesto commitment.

The recently released Government Expenditure and Review (GERS) figures were described by the Wellbeing Economy Secretary Neil Gray, as demonstrating that "Scotland's finances are improving at a faster rate than the UK as a whole, with revenue driven by Scotland's progressive approach to income tax and our vibrant energy sector." ([BBC News](#)) The figures estimated Scottish public sector revenue at £85.7bn and total spending for the benefit of Scotland at £106.6bn.

In the context of these figures, the amount needed to provide much-needed stability and secure the future of the culture sector is tiny. In 2023-24, the overall value of the Scottish Government's budget was £59.8bn ([Scottish Government Budget 23-24](#)). The 30% uplift in investment that the sector so desperately needs, would represent Scottish Government directing 0.16% more of their overall spending to Culture.

By taking decisive action on culture change and investment, Scottish Government would halt the decline and go some way towards securing Scotland's place as a cultural world leader and unlock enormous benefits for Scotland's society and economy.

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Culture and Communities Committee

10.00am, Thursday, 7 December 2023

Amplification of Sound in Public Spaces

Executive/Routine
Wards

Routine
All, particularly Ward 11 – City Centre

1. Recommendations

- 1.1 Culture and Communities Committee is asked to note:
 - 1.1.1 This update on the evidence threshold for lodging a byelaw application;
 - 1.1.2 Officers continue to engage with the busking community, Fringe Society, Keep Streets Live and others, exploring opportunities to work with them; and
 - 1.1.3 The Convener wrote to the Minister for Local Government, Joe Fitzpatrick MSP on 9 November 2023 to seek an early discussion on this issue and on the potential to extend the powers to local authorities for section 54 of the Civic Government (Scotland) Act 1982.

Paul Lawrence

Executive Director of Place

Contact: Gavin Brown, E-mail: gavin.brown@edinburgh.gov.uk

Contact: Ian Buchanan, E-mail: ian.buchanan@edinburgh.gov.uk

Amplification of Sound in Public Spaces

2. Executive Summary

- 2.1 This report responds to the request from Committee on 5 October 2023 for further information on the evidence required to lodge a byelaw application, and provides an update on the on-going work with the artist community and on the Convener's letter to the Scottish Government.

3. Background

- 3.1 On 13 December 2022, Committee requested a survey with residents and businesses to seek evidence of the issues associated with the amplification of sound in public spaces, in order to consider whether there would be sufficient justification to proceed with preparing a byelaw.
- 3.2 On the 5 October 2023, officers reported to Committee that based on survey responses and data from Police Scotland, it was considered that the existing legislation covers the issues which have been identified and therefore, at this point, it is unlikely that the creation of a byelaw would be supported.
- 3.3 Committee asked for a report to the December 2023 meeting to:
- 3.3.1 Provide the evidence threshold for lodging a byelaw application;
 - 3.3.2 Explain how it was determined that the evidence threshold had not been met, as reported on 5 October 2023;
 - 3.3.3 Consider the feasibility of working with the artist community to identify public spaces in the city centre, which could be promoted as good places to busk, with good practices agreed by all stakeholders; and
 - 3.3.4 Provide the outcome of the discussions with the Scottish Government, following the Convener writing to the appropriate Minister to seek an early discussion on this issue and on the potential to extend the powers to local authorities for section 54 of the Civic Government (Scotland) Act 1982.

4. Main report

Evidence threshold for lodging a byelaw application

- 4.1 The powers in section 54 of the Civic Government (Scotland) Act 1982 deal with noise issue in an expansive manner. As highlighted to Committee in October, the responsibility for enforcement of this rests with Police Scotland.
- 4.2 The evidence threshold for a byelaw is that it must provide the basis for a reasonable and proportionate response to prevent or suppress a nuisance. The evidence gathered so far demonstrates that the reported nuisances could be dealt with under existing legislation s.54 of the 1982 Act.
- 4.3 The crafting of a byelaw which may stand up would have to deal with a very specific issue in a particular area. The survey and Police Scotland data has not highlighted any such specific circumstances.
- 4.4 The consultation was wide-ranging, providing mixed responses and did not pinpoint specific circumstances which might justify a byelaw.
- 4.5 Therefore, it is considered unlikely that an application for a byelaw would be successful at this time.

Feasibility of working with the artist community

- 4.6 Officers continue to engage with the Busking Community, Fringe Society, Keep Streets Live and others, exploring the opportunity to establish a Street Performers Association (SPA), run by performers, with community engagement facilitated by the Council. An SPA would provide a 'round table' opportunity to understand each other's points of view and develop equitable solutions.
- 4.7 As requested by Committee, officers will also explore with the artist community the possibility of identifying more formalised locations which could be promoted as good places to busk. The outcome of these discussions will be reported to Committee in advance of engagement with residents and the busking community on any proposals to proceed.
- 4.8 An international creative company with experience of curated busking, and with connections to Edinburgh, offered their assistance and met with officers and independently with representatives of the busking community. It was agreed by all parties that the offer would not directly address the identified issues in public spaces and would therefore not be progressed at this time.

Discussions with the Scottish Government

- 4.9 The Convener wrote to the Minister for Local Government, Joe Fitzpatrick MSP on 9 November 2023 to seek an early discussion on this issue and on the potential to extend the powers to local authorities for section 54 of the Civic Government (Scotland) Act 1982.

5. Next Steps

- 5.1 Continue to monitor busking, particularly at 'hotspot' locations, engage with buskers to try to address identified issues, and, where appropriate, seek support from Police Scotland to address excessive noise.
- 5.2 Report in February 2024 to this Committee, outlining a formalised approach to busking signage with set locations, time of year for deployment and identifying resource to support a standardised annual approach to their implementation. This report will also include options for how the Council can consider the more active management of on-street activities.
- 5.3 Continue to engage with Police Scotland and evaluate resources required to prioritise the enforcement of section 54 of the Civic Government (Scotland) Act 1982.
- 5.4 Continue engagement with busking representatives, the Fringe, Equity, Musicians Union and Keep Streets Live as outlined above.

6. Financial impact

- 6.1 Costs to date have been met by the Place directorate's revenue budget.

7. Equality and Poverty Impact

- 7.1 Consideration of a full Integrated Impact Assessment (IIA) was made using the Council's IIA guidance checklist. The proposal to ensure buskers busk responsibly has little relevance to equality or socio-economic disadvantage, negligible impact on the economy and the delivery of economic outcomes, and no/minimal impact on the environment as defined in an IIA.

8. Climate and Nature Emergency Implications

- 8.1 The proposals in this report are neutral regarding the Council's Climate Emergency declaration and climate objectives. However, the proposals will help achieve a sustainable Edinburgh by reducing anti-social busking and primarily the impact that has on residents and workers.

9. Risk, policy, compliance, governance and community impact

- 9.1 A survey was launched on the Consultation Hub on 9 May; it closed on 31 August 2023.
- 9.2 Discussions have been held with busking representatives, the Fringe, Equity, Musicians Union and Keep Streets Live, to understand the 'buskers' perspective,

seek views and advice to ensure responsible busking, and to explore the opportunity to set up a SPA.

- 9.3 Any new powers allowing the Council to respond to irresponsible busking will require resources, and the Council and Police Scotland will need to clearly communicate what those resources will enable it to enforce.

10. Background reading/external references

- 10.1 Culture and Communities Committee 13 December 2022, report item 7.5
- 10.2 Culture and Communities Committee 7 March 2023, item 4.1 [minute of 13 December 2023](#)
- 10.3 Culture and Communities Committee 5 October 2023, [report item 7.1](#)

11. Appendices

None.

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Culture and Communities Committee

10:00am, Thursday, 7 December 2023

Edinburgh Film Charter Update

Executive/Routine
Wards

Routine
All

1. Recommendations

- 1.1 Committee is asked to approve the updated Edinburgh Council Film Charter.

Paul Lawrence

Executive Director of Place

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Edinburgh Film Charter Update

2. Executive Summary

2.1 The report seeks approval of the updated Edinburgh Film Charter (Appendix 1).

3. Background

3.1 The Council has had a Film Charter and Code of Practice for Filming since 1999. These were reissued in 2008 and again in 2014, with a further update to the Code of Practice approved by the Council in 2019.

3.2 The Council's policy for the [Use of Public Spaces for Events and Filming](#) was approved by Committee in October 2023. This included an updated Code of Practice for Filming which details procedures for filmmakers wishing to film in the city.

3.3 The Film Charter is a statement of support for filming in Edinburgh and demonstrates the city's film-friendly credentials. It is aligned with the Code of Practice for Filming, capturing the Council's commitment to, and procedures for, the facilitation of filming that observes the Code of Practice.

4. Main report

4.1 The updates proposed align with other Council procedures which have recently been agreed. The updates are:

4.1.1 To recognise that the city's Film Office, Film Edinburgh, has been a Council service since 2020;

4.1.2 That Police Scotland will provide guidance for filming involving the staging of crimes, accidents or where the use of weapons is intended, but that it is now the responsibility of the production company to implement traffic management in line with procedures agreed with the Council; and

4.1.3 The review of scripts will be for the purpose of coordination and assistance but not for content approval except where a law is being violated, where the production could bring the Council and its ALEOs into disrepute and where filming includes Social Work residential day units and fieldwork offices

containing confidential information, and locations where there is a judicial process. No production which may bring the Council or ALEOs into disrepute shall be permitted to use Council or ALEO locations.

4.2 The Charter reiterates information about charges for Council services and locations:

4.2.1 Confirmation that fees for the use of Council property as filming locations will be charged in line with the UK market for film work and will reflect disruption and dedicated personnel time; and

4.2.2 Confirmation that fees for the use of Council services will include cost recovery and will be in line with published service charges.

5. Next Steps

5.1 The Film Charter will be replaced on Council websites and in communications with filmmakers.

6. Financial impact

6.1 As noted in the [Filming in Edinburgh 2022](#) report, the direct spend from filming in the City of Edinburgh in 2022 was £22.6 million, of which £164,005 was income for the City of Edinburgh Council. It is projected that this will grow with local film studio provision, increasing numbers of local crew, film-friendly locations, and the Council support outlined in the Film Charter, creating demand for the city as a filming destination.

7. Equality and Poverty Impact

7.1 The integrated impact assessment checklist supporting the Use of Public Spaces for Events and Filming is attached as Appendix 2. The Film Charter is aligned to this.

8. Climate and Nature Emergency Implications

8.1 As a public body, the Council has statutory duties relating to climate emissions and biodiversity. The Council

“must, in exercising its functions, act in the way best calculated to contribute to the delivery of emissions reduction targets”

(Climate Change (Emissions Reductions Targets) (Scotland) Act 2019), and

“in exercising any functions, to further the conservation of biodiversity so far as it is consistent with the proper exercise of those functions”

(Nature Conservation (Scotland) Act 2004)

- 8.2 The City of Edinburgh Council declared a Climate Emergency in 2019 and committed to work towards a target of net zero emissions by 2030 for both city and corporate emissions and embedded this as a core priority of the Council Business Plan 2023-27. The Council also declared a Nature Emergency in 2023.

Environmental Impacts

- 8.3 The Edinburgh Film Charter aligns with the policy for the Use of Public Spaces for Events and Filming and through which it is anticipated that we will see improvements on the sustainability methods used for activities within the City.

9. Risk, policy, compliance, governance and community impact

- 9.1 In updating the Film Charter, Film Edinburgh consulted Police Scotland to ensure accuracy, and engaged with local authority film offices around Scotland and the UK to benchmark.
- 9.2 The Charter is aligned with the Use of Public Spaces for Events and Filming.

10. Background reading/external references

- 10.1 [Code of Practice for Filming in Edinburgh](#)
- 10.2 [Use of Public Spaces for Events and Filming](#)
- 10.3 For reference, the previous iteration of the [Edinburgh Film Charter](#)

11. Appendices

Appendix 1 The Edinburgh Film Charter 2023.

Appendix 2 Integrated Impact Assessment checklist supporting the Use of Public Spaces for Events and Filming

FILM CHARTER

for The City of Edinburgh Council
October 2023



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Foreword

It is a source of real pride that Edinburgh attracts high profile film and TV productions that project our city onto screens around the UK and the world. In the last few years alone, Edinburgh has been the backdrop for films and high-end TV drama such as *Avengers: Infinity War* and *Outlander*, and it is fantastic to see visitors in Edinburgh who have been captivated by films and literature set in or inspired by our city.

We welcome filming not only for the on-screen promotion and tourism benefits but also for the direct economic impact from filming, and the employment and commercial opportunities it brings to our city's creative industries, local businesses and residents.

Our positive reputation as a filming destination is supported by both our Film Charter and our Code of Practice for Filming which sets out guidelines for successful filming within our community, ensuring the continuation of the city's film-friendly credentials.

The interest in our beautiful capital city as a filming location looks set to grow and we look forward to working with many more exciting productions over the coming months and years.



Councillor Val Walker

Convenor of the City of Edinburgh Council's Culture and Communities Committee

Introduction

The City of Edinburgh Council is committed to facilitating services to the film and television industries.

Their commitment is sealed by their adoption of this charter.

Coordination and communication

All initial contact by commercial film, television and commercials productions should be made directly with Film Edinburgh, The City of Edinburgh Council's film office. Film Edinburgh's remit is to market the City of Edinburgh (and the neighbouring local authorities of East Lothian and the Scottish Borders) as a filming location, to facilitate the production process and to monitor the economic impact of filming therefrom. If contacted directly, Council services, ALEOs and contracted service providers should enquire if the production has registered with Film Edinburgh and, if necessary, assist the production to do so. Film Edinburgh will establish necessary links with production personnel, analyse the film script and shooting schedule, and will determine in conjunction with production personnel which departments and agencies are likely to be impacted by the production.

Large-scale filming will result in additional work for Council personnel. However, in association with Film Edinburgh, Council services will develop procedures and paperwork to minimise this impact on their workload. Each Council service will have a nominated liaison person with provision being made for an alternate staff member to handle these duties when the designated liaison is on leave or otherwise unavailable. Procedural continuity and mutual understanding between Film Edinburgh and filmmakers will result in clear guidelines and channels to achieve necessary requirements for all involved parties. All services and officials are expected to be as cooperative as possible in dealing with filmmakers' requests.

Parking, traffic management and exterior filming

2.1 The facilitation of exterior filming

The facilitation of exterior filming and its requirement for traffic management and unit parking is the major area of interaction between public services and filmmakers. Inter-service and agency cooperation are already part of the infrastructure of the City and the same level of cooperation will be applied to requests from filmmakers. Relevant Council services and, where appropriate, ALEOs and contracted service providers will be provided with information from the production company regarding all aspects of exterior filming within their jurisdiction and will work together in facilitating filmmaking, and Road Services will notify all Emergency Services and public utilities of all significant filming on the streets of Edinburgh. In addition, Police Scotland liaison will provide guidance with respect to the staging of crimes, accidents or use of firearms.

The City of Edinburgh Council understands that production companies will have different levels of requirements with full and final details often only being available after the filmmaker's technical reconnaissance. Production companies will be advised at every stage by Film Edinburgh about

feasibility of requests, permits (if required) and deadlines.

Every effort will be made to facilitate filmmakers' requests under the statutory requirements of the appropriate health and safety and road traffic regulations.

2.2. Pre-production meetings

In circumstances where the level of filming activity will have a significant impact on the general public or on departmental activity, Film Edinburgh will arrange a pre-production meeting involving key personnel from the production company and the appropriate service liaison officers. The purpose of the meeting will be to advise on and coordinate filmmakers' requests, agree a schedule that can be serviced by all parties, and prepare contingencies for potential schedule changes. Emergency services will be involved where street closures are planned, Police Scotland where the staging of crimes, accidents or use of weapons are intended, and Fire Scotland where use of fire hydrants, special effects, fires or pyrotechnics are planned.

2.3 Police Scotland

Where Police Scotland deems it necessary for there to be a Police presence for public safety purposes, filmmakers will be advised to apply for Police services. Police Scotland will charge a fee to the Production Company for these resources.



Fast 9 filming Waterloo Place 2019, © Film Edinburgh

Fees and Indemnities

The Council is obliged to realise 'best value' on returns from property rental and services. In recognition of the high value of the economic benefit brought into the area on a wider scale by film work, fees for use of council property and services will be charged within the UK market norms for film work.

3.1 Use of Council property as locations

Use of Council property as a film location will be facilitated by Council services wherever feasible; security, confidentiality, daily work requirements and schedules allowing. Location fees will reflect disruption and dedicated personnel time and will be negotiable. Film Edinburgh will provide ongoing advice on fees.

3.2 Council policy regarding fees for use of Council services.

The Council will charge production companies for materials, permits and dedicated personnel's time where required. These charges will reflect recoupment of costs and will be line with published service charges.

3.3 Quotations

An estimate giving details of all such charges will be presented to the production company in s.advance of filming. Contingency should be made

by both parties to allow for additional requests and changes by the production company. Cost breakdown estimates will be updated as soon as such information is received and copied to the production company. Once filming is complete, a full and detailed account should be issued to the production company for payment.

3.4 Public Liability Insurance

Production Companies will be required by the City of Edinburgh Council to carry Public Liability Insurance with an adequate limit of indemnity (no less than £10 million) and all other insurances required by law. Any filming undertaken and associated liability there from is the sole responsibility of the production company and its employees.

3.5 Code of Practice for Filming

Each production which requests to film in the City of Edinburgh will be obliged to abide by the city's *Code of Practice for Filming*. The Production Company and its employees will be required to work in a courteous and responsible manner in dealing with Edinburgh's citizens, businesses and Council. Each service liaison person should be familiar with the Code of Practice and inform Film Edinburgh of any violations.

3.6 Film content

The Council shall not permit or otherwise the use of public facilities based on approval of the script, except where a law is being violated, where the production could bring the Council or ALEO into disrepute, and in exceptional circumstances. Specifically included in the exceptions are Social Work residential day units and fieldwork offices containing confidential information, and Council or ALEO locations where there is a judicial process. The review of scripts by Council or ALEO officials will be for the purposes of production coordination and assistance. Film Edinburgh will give assistance to any official seeking guidance on this matter. No production which may bring the Council or ALEOs into disrepute shall be permitted to use Council or ALEO locations.

Integrated Impact Assessment Checklist

This checklist should be used to structure the group discussion and will inform the final IIA. The boxes may also help you to write your ideas down before discussion within the group. For further support read the **Supporting Information**.

1. **Before going through the checklist, consider:**
 - **What do you think will change as a result of this proposal?**
2. **Now consider impacts on different populations**
 - **Which groups will be affected?**
 - **Go through the checklist below to identify how different people could be affected differentially, and possible areas of impact.**

Population Groups	Differential impacts (<i>how may each group be affected in different ways?</i>)
<p>People with protected characteristics</p> <ul style="list-style-type: none"> • Older people and people in their middle years • Young people and children • Men (include trans men), Women (include trans women) and non-binary people. (Include issues relating to pregnancy and maternity including same sex parents) • Disabled people (includes physical disability, learning disability, sensory loss, long-term medical conditions, mental health problems) • Minority ethnic people (includes Gypsy/Travellers, migrant workers, non-English speakers) • Refugees and asylum seekers • People with different religions or beliefs (includes people with no religion or belief) • Lesbian, gay, bisexual and heterosexual people • People who are unmarried, married or in a civil partnership 	<p>Public spaces are a shared resource with the whole population able to use the parks and streetscape for their daily business. The temporary change in the use of space will affect all persons the same.</p> <p>This policy will provide proportionality to the mixed use of public space and guide those organising events to ensure that they comply with legislation, including the Equalities Act. Including information on providing welfare facilities for all, accessibility, and a myriad of subjects. This policy offers tactical guidance and ensures all events meet the guidelines.</p> <p>This policy intends to provide accountability to those who use public spaces for events and filming and the ability to refuse those who do not adhere to reasonable guidance to minimise impacts.</p>

Population Groups	Differential impacts (<i>how may each group be affected in different ways?</i>)
<p>Those vulnerable to falling into poverty, eg have low or no wealth, on low income, live in areas of deprivation, experiencing material deprivation (socio-economic disadvantage)</p> <ul style="list-style-type: none"> • Unemployed • People in receipt of benefits • Lone parents • Vulnerable families, e.g. young mothers, people experiencing domestic abuse, children at risk of statutory measures, including disabled adult/children, minority ethnic families • Families with a child under 1 • Larger Families (3+ children) • People in receipt of pensions • Care for experienced children and young people • Those leaving care settings (including children and young people and those with illness) • People experiencing homelessness • Carers (including young carers and carers with protected characteristics) • Those involved in the criminal justice system • People with low literacy/numeracy • People experiencing difficulties with substance use • Others, e.g. veterans and students 	<p>This policy includes a statement about the positive impact that operators would need to bring to the area, including community benefits. These benefits can range from accessible pricing structures to job training opportunities. At the same time, every event is different; this policy supports those on low incomes and enhances the local community.</p>

Population Groups	Differential impacts (<i>how may each group be affected in different ways?</i>)
<p>Geographical communities</p> <ul style="list-style-type: none"> • Rural/semi-rural communities • Urban communities • Coastal communities • Business community 	<p>This policy will provide transparency on the decisions made about hosting events and other activities in their communities. They can plan their actions by providing up-to-date and accurate information on activities in their area. This policy will encourage engagement with local communities, including businesses, noting the economic impact of hosting events on the city.</p>
<p>Staff</p> <ul style="list-style-type: none"> • Full-time • Part-time • Shift workers • Staff with protected characteristics • Staff vulnerable to falling into poverty 	<p>The impact of having a concise policy that staff can refer to intends to alleviate pressure and stress on individuals by having a policy statement and escalation process on which decisions can be based. Staff should not feel their decision is personal or reliant on an individual.</p> <p>This policy will affect all staff equally.</p>

3. Consider how your proposal will impact each of the following from an equalities and human rights perspective.

Objectives Equality and Human Rights	Positive/negative impacts
Eliminate discrimination and harassment.	The guidance on safety and welfare to all activities using public spaces will provide industry-specific relatable information about how to eliminate discrimination and harassment. It allows for a formal escalation process if any reports of unfair practice occur.
Advance equality of opportunity, e.g. improve access / quality of services / digital access.	The advancement of equal opportunity is managed through the policy statement of the activities needing proportionate action. It provides officers with a criterion that can be tied to industry guides.

Foster good relations within and between people who share protected characteristics	The event industry sector is about creating shared experiences, ensuring that all activities have done everything reasonable to ensure no one is excluded, and allowing those who wish to have the opportunity to foster new relationships.
Enable people to have more control of their social/work environment	This policy aims to provide transparency in the process of events and other activities using public spaces. The policy will enshrine the community engagement process, with the public being able to gain direct answers from organisers and escalate if they disagree. By providing this route for all, the public will have more control over the public environment.
Reduce differences in status between different groups of people	This policy will reduce the differences in status between different groups of people by having one access point to apply without prejudice or existing contacts. Those attending the activities will benefit from the framework guidance of community benefits.
Promote participation, inclusion, dignity and control over decisions	This policy reinforces the transparent nature of decision-making and promotes direct contact with organisers for inclusion in decisions and an escalation route if further consideration is required.
Build family support networks, resilience and community capacity	This policy is not expected to impact family support networks.
Reduce crime and fear of crime including hate crime	By instilling industry best practices for events for the use of public spaces, the council is reinforcing working with partner agencies to ensure suitable crime prevention measures are taken.
Protect vulnerable children and adults	Promoting best practices in the welfare and protection of vulnerable people is included in the event guidance at a tactical level; this high-level policy statement will ensure that those using public spaces are held to this standard.
Promote healthier lifestyles including: <ul style="list-style-type: none"> • diet and nutrition, • sexual health, • difficulties with substance use • physical activity • life skills • wellbeing and mental health 	This policy does not directly impact healthier lifestyles. Still, indirectly, the well-being of citizens attending properly run cultural events will be promoted, along with an active travel policy to access the locations.

Environmental - consider how your proposal will reduce greenhouse gas emissions, plan for and adapt to the impacts of climate change and incorporate the principles of sustainability on each of the following.

Consideration needs to be given to the specific type and nature of impact in the following areas, for example, in relation to the energy sources and construction materials used.

Objectives - Environmental	Positive/negative impacts
<p>Address/respond to the climate crisis and reduce greenhouse gas (GHG) emissions by eg:</p> <ul style="list-style-type: none"> • improving fuel or energy efficiency • reducing the need to travel • switching to low-carbon energy sources • reducing the need for heating or lighting 	<p>This policy will highlight the best practices for using public spaces, highlighting suitable sites with permanent facilities such as power connections and reduce the reliance on and transportation of temporary structures, where appropriate environmental industry standards can be applied.</p>
<p>Plan for and adapt to the unavoidable impacts of climate change (surface water flooding, sea level rise, hotter and drier summers, milder and wetter winters) by eg:</p> <ul style="list-style-type: none"> • installation of Sustainable Urban Drainage Systems (SUDS) in new developments • use of greenspace and nature based solutions • reducing urban creep through greening and permeable surfacing • building standards to cool and storm proof buildings 	<p>Due to the temporary nature of the activities this policy will cover, this topic has no impact.</p>
<p>Increase local renewable energy generation</p>	<p>The policy will provide a strategic vision for using best industry practices, including temporary renewables, where appropriate guidance allows.</p>
<p>Protect and enhance biodiversity</p>	<p>This policy states that organisers are to minimise their impact, which relates directly to protecting the areas they use.</p>
<p>Reduce pollution: air/ water/ soil/ noise</p>	<p>This policy states that organisers are to minimise their impact directly related to the surrounding areas' pollution through management and technical advances.</p>
<p>Encourage resource efficiency (energy, water, materials and minerals) by eg:</p>	<p>Best practice industry guidance highlights efficiencies such as limiting single-use plastics and</p>

Objectives - Environmental	Positive/negative impacts
<ul style="list-style-type: none"> • using less material (more compact design) • promoting material reuse • procuring goods manufactured from recycled materials content • selecting local products to minimise transport emissions • using low-carbon construction materials (cement substitutes such as PFA or GGBS, sustainably sourced timber)¹ • selecting low maintenance and durable products/materials avoiding single use plastic 	<p>allowing the public to use centralised systems such as plumbing. The policy provided the council with a statement in which those not seen to be achieving this aim can have their use in the public realm refused.</p>
<p>Change in land use:</p> <ul style="list-style-type: none"> • avoid converting wildland or greenfield to developed land, by reusing redundant buildings or repurposing brownfield sites or derelict urban land • maximise greenspaces and tree planting where possible 	<p>The temporary use activist that this policy covers means there will be no impact on the change in land use.</p>
<p>Enhance public safety eg:</p> <ul style="list-style-type: none"> • infection control • accidental injury • fire risk 	<p>This policy has solid provisions for public safety; if those arranging events do not follow the guidance at a tactical and operation level, they will fail on policy statements of being proportionate, having a positive effect, and minimising impact. Those combined failures mean that there is a lack of accountability, and with such a distinct breach, the use of the public space would be against this policy.</p>
<p>Protect water sources</p>	<p>This policy has a statement to minimise impact and speaks directly to protecting water sources.</p>
<p>Reduce need to travel and promote sustainable forms of transport</p>	<p>The use of public spaces for events and filming policy is to support all organisers, including local events. Promoting local uses of spaces will reduce the need to travel and significant cooperation with public transport providers to ensure sustainable transport is enhanced.</p>

¹ [More information on reducing embodied carbon in construction projects](#)

Objectives - Environmental	Positive/negative impacts
Improve the physical environment eg: <ul style="list-style-type: none"> • housing quality • public space • access to and quality of green space 	The impact of this policy to provide a balance in the access to public spaces beside having attraction and activity in the public space. There is intended to be a positive impact by providing transparency and accountability to the activities.

Economic – consider how your proposal will impact on each of the following

Objectives - Economic	Positive/negative impacts
Improve quality of and access to services including digital infrastructure	The policy includes a statement about transparency in the process, providing all applications a single point for accessing the service. The implantation is hoped to be a section of the website to allow for accessibility to be built in and any automation to make the workflow more efficient and improve quality.
Cost of living, including food and fuel	This policy is not expected to impact the cost of living.
Support local business	Public spaces for events and filming can, directly and indirectly, support local businesses, from the staff required to carry out the activity to accommodation for temporary staff, catering, and suppliers; the economic demand on local providers and services is substantial.
Income from employment, eg: <ul style="list-style-type: none"> • Improve local employment opportunities • Help young people into positive destinations • Help people to access jobs (both paid and unpaid) • Improve working conditions, including equal pay • Improve literacy and numeracy 	This policy includes a statement that the use of public spaces should have a positive effect on the community. The benefits guidance will ensure to help for all.
Income from Social Security/Benefits in kind, eg: Maximise income and/or reduce income inequality	This policy is not expect to impact income form Social Security or Benefits in kind.

4. As a group agree:

- **A summary of the impacts identified**

The impacts identified are positive with the policy intentions to make the process and activities more accountable and accessible. The majority of the impact is providing policy statements to ensure that best industry practices are followed and there is a clear recourse if the activities fall short. There should be reduced staff stress as officers will have the backing of the policy rather than personal decisions.

- **Is further evidence needed to understand these impacts and make any recommendations? If so complete an interim report and agree a timescale to complete a final report.**

- **What recommended actions should you make to mitigate negative impacts and enhance positive impacts?**

This checklist has now been completed and the findings provide the basis for completed the ***Summary Report Template*** (Section 4 Guidance document).

Culture and Communities Committee

10.00am, Thursday, 7 December 2023

Edinburgh Million Tree City Update

Executive/routine Wards Council Commitments	Routine All
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1. Recommendations

- 1.1 Culture and Communities Committee is asked to note:
 - 1.1.1 Progress with the Edinburgh Million Tree City Project in reaching the Council’s target of one million trees by 2030;
 - 1.1.2 That a net increase of 55,469 trees (22% of 2030 target) have been planted so far, including 30,362 trees in 2022/23 (which takes into account 911 known tree removals); and
 - 1.1.3 Progress with determining planting locations and planting trees, and collating tree numbers.

Paul Lawrence

Executive Director of Place

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Edinburgh Million Tree City Update

2. Executive Summary

- 2.1 The Edinburgh Million Tree City (EMTC) project has had its second planting season in 2022/23 after its official launch in October 2021. This report provides details on progress with tree planting activities, procuring supplies, and establishing contacts with stakeholders and suppliers contributing to achieving our ambition to reach one million trees by 2030.

3. Background

- 3.1 On [28 January 2020](#), Committee [recognised](#) the value that urban trees play in addressing the Climate Emergency and global biodiversity losses, supporting an ambition for Edinburgh to be a “Million Tree City” by 2030.
- 3.2 On 26 January 2021, an [update](#) was provided on the progress made in initiating the EMTC project, including a successful application to the Woodland Trust’s Emergency Tree Fund for £298,055 to support project delivery until December 2023.
- 3.3 A repeat i-Tree Eco survey was initially planned for the summer of 2022, but has been postponed to the summer 2024 because a competitive tendering process is required. This is being progressed with the Procurement Team.
- 3.4 An Ash Dieback Action Plan has been produced and [approved](#) by Committee. The significant loss of Ash trees in terms of numbers and loss of habitat means additional planting will be needed. It is unlikely that the scale of planting required can be funded within the existing service funding allocation and additional financial assistance will be required.
- 3.5 EMTC supports Scotland’s Forest Strategy 2019-2029 and the Council’s plans for climate adaptation and nature recovery.

4. Main report

- 4.1 The tree numbers for the 2022/23 winter’s planting season were 31,273. Appendix 1 shows the tree numbers by locality and land ownership and the paragraphs below provide a summary of the activity in 2022/23.
- 4.2 Strengthening of the working partnerships with Edinburgh & Lothian Greenspace Trust (ELGT), The Conservation Volunteers, and the Green Team has expanded

tree planting activity, and all share an ambition to do more. ELGT have employed additional landscape architecture resource and extended the employment of the Craigmillar Woodlands Community Engagement Officer to coordinate more tree planting projects than was possible before the EMTC project.

- 4.3 Many planting areas were developed by project partners through engagement with Edinburgh Leisure and Friends of Parks groups. Utility services and ground scanning checks, essential in urban settings, defined boundaries for new woodland compartments and the siting of larger trees. This identified significant design alterations were needed for Gypsy Brae Park where high-pressure gas pipelines run from Cramond to the Granton foreshore.
- 4.4 Large tree planting projects at Corstorphine Hill, Threipmuir Reservoir, Gypsy Brae and Silverknowes Golf Course were successfully undertaken by The Conservation Volunteers. This provided opportunities for volunteers to participate at supervised community planting days.
- 4.5 A total of eight Wee Forests are planted across the city, with new sites added at West Granton Crescent Park and Redbraes Park funded through partnerships with Earthwatch UK and ELGT, with funding from NatureScot. Local primary school children helped with the planting and will continue with citizen science projects to monitor the growth and creation of these new habitats.
- 4.6 A free tree giveaway initiative organised with ELGT had two events giving away over 1,000 trees with care advice. It is planned to repeat the event on a larger scale, with a stock of 10,000 trees this winter at over 20 locations spread across the city. Sponsors are sought to fund free trees to every secondary school in Edinburgh to promote tree planting and raise awareness of the benefits trees in schools.
- 4.7 The Community Benefits Scheme helps Council suppliers provide support and be involved in the project through monetary donations; sponsorship, and supplying trees, equipment, and planting volunteers. Appendix 2 lists suppliers that have offered and provided resources.
- 4.8 Contracts are now in place for the supply of trees and equipment for tree planting projects.
- 4.9 Grant claims totalling over £228,000 were made in 2022/23. The remaining £70,000 of the available Woodland Trust grant will be spent by March 2024. The planting has been supplemented by £120,000 of Council funding.
- 4.10 The Planning Service are continuing to review resources to extract tree planting proposals from Planning Applications. It is anticipated this will provide information for future checks on the actual number of trees planted on completed developments and will allow for follow-up on tree aftercare effectiveness and mortality rates.
- 4.11 The Woodland Trust Emergency Tree Fund Grant has funded planting on Council-owned land in areas of social deprivation, for example, in Silverknowes, Colinton Mains, Drylaw, Craigmillar, Burdiehouse, Leith, and in developments managed by Housing Associations, and a sports ground and golf course managed by Edinburgh Leisure. There has also been planting on National Health Service property at

Ashley Anslie Hospital, Lauriston Centre, at the European Society for Movement Analysis in Adults and Children Centre at Morton Hall, and the Edinburgh Royal Infirmary at Little France.

- 4.12 The number of trees planted with the help of the Woodland Trust grant is over 32,000. This accounts for 60% of the total recorded.
- 4.13 To support the EMTC project, an action plan has been developed, which sets five strategic aims and actions for increasing urban tree planting to help address the declared Climate Emergency and effects of biodiversity loss following declaration of a Nature Emergency. The action plan also identifies activities and responsibilities, resources, and outcome targets. The plan was presented for review and adoption by the EMTC project forum to help secure support and involvement needed for successful outcomes.

5. Next Steps

- 5.1 To build on the success of the second project planting season, the following continuing actions during 2023/24 will see many more young trees appearing across the parks, openspaces, residential gardens, and streets in the city:
 - 5.1.1 Arrange tree planting designs, stakeholder consultation, and community and volunteer involvement in tree planting activities;
 - 5.1.2 In partnership with the ELGT, repeat on a larger-scale the free tree giveaway events this winter at locations across the city within local communities, schools, and at the Council's Inch Park Nursery;
 - 5.1.3 Organise a repeat i-Tree Eco Survey to evaluate tree numbers, health, carbon capture and ecosystem benefits in summer 2024;
 - 5.1.4 Establish contacts with external organisations, agencies, and land developers to increase tree planting on other land areas; and
 - 5.1.5 Undertake more tree planting across the city.
- 5.2 With the EMTC project growing network of supporters and partnerships, tree planting activity is gaining momentum and is on track to reach targeted levels. With the Woodland Trust Emergency Tree Fund grant agreement ending this December, the challenge is to find funding and investment from organisations and other sectors with project partners. This will include consideration of opportunities in the Vision, Strategy and Action Plan for Edinburgh's Blue and Green Spaces and support several Council strategies planned, including a new Open Space Strategy, Forest and Woodlands Strategy, and Biodiversity Action Plan from next year.
- 5.3 The repeat i-Tree Eco survey is proposed for 2024/25 will provide an up-to-date analysis of the city's trees, canopy cover, tree and woodland locations, and details of the species mix, age, and health of the tree stock. The survey will evaluate the ecosystem benefits of trees, including carbon capture, removal of pollutants, and flood prevention value. The survey will include the small towns in the west within the city boundary, including Queensferry, Dalmeny and Ratho and surrounding rural areas not in the previous survey. This will provide a fuller analysis of the city.

6. Financial impact

- 6.1 The EMTC project has benefitted immensely from a Woodland Trust grant award of £298,055. This has covered costs associated with project management and tree planting to promote planting of native tree species to kickstart the project. The grant award agreement period finishes in December 2023.
- 6.2 Neighbourhood Environmental Services has committed a budget allocation of £120,000 to the project for this financial year.
- 6.3 To date, £228,000 (76% of total grant available) has been claimed and it is anticipated that the remaining £70,000 will be spent by the end of this financial year. The final claim for remaining grant will be submitted early 2024.
- 6.4 From 2024/25 onwards the project continues to require funding and investment. Such funding is critical if continued progress towards the million-tree city target is to be made and the Council's target is to be reached by 2030. Funding has yet to be identified for continuing the project from 1 April 2024.
- 6.5 As the main tree planting requirement for EMTC project shall be larger volumes of small trees, a new tree supply and ancillary items contract and specification was required. The procurement process is now complete and there are three suppliers under contract to maximise all potential spending on the project.
- 6.6 Based on investment to date, the financial commitment required for continued delivery of EMTC project Action Plan for the next phase is £500,000, which ensures sufficient core funding is allocated to the project to include more planting of street trees. Alongside the annual allocation of £120,000 within the service budget, officers will seek any opportunities to attract external income. The additional planting required as a result of Ash Dieback will be monitored, with a likelihood that additional financial assistance will be required to mitigate the scale of loss.
- 6.7 Any reduction in investment would curtail the delivery of the Action Plan and reduce the potential benefits associated with the wider aims and objectives of the project that are seen as key to the successful overall ambition of reaching a million-tree city by 2030.

7. Equality and Poverty Impact

- 7.1 As a city, we strive for equality and equity. Ensuring trees are accessible and abundant in the city is central to ensuring everyone receives the benefits of trees across our urban areas. This is especially important as trees improve health and wellbeing and can increase the value of property. Trees also make areas attractive places to live, but not everyone has a park or open space close by. Introducing trees in areas where there is few or no trees currently, especially in areas of deprivation, is important. However, lack of available space and increased costs associated with levels of vandalism and maintenance, especially if street trees are planted, can make introducing significant numbers of trees more challenging in some areas.

- 7.2 The benefits of trees need to be spread fairly across the city to look not only at tree numbers but canopy cover.

8. Climate and Nature Emergency Implications

- 8.1 As a public body, the Council has statutory duties relating to climate emissions and biodiversity.
- 8.2 The City of Edinburgh Council declared a Climate Emergency in 2019 and committed to work towards a target of net zero emissions by 2030 for both city and corporate emissions and embedded this as a core priority of the Council Business Plan 2023-27. The Council also declared a Nature Emergency in 2023.

Environmental Impacts

- 8.3 The benefits of trees in the environment have been well-documented. Support for the ambitions of EMTC can assist in adapting and mitigating climate change through sequestration of carbon (around 22kg per tree). Trees also provide a more pleasant street environment during hot periods and can help with improving air quality and alleviating the impact of flooding. Trees support a vast range of wildlife and flora and therefore provide valuable habitat for the city's biodiversity and help create nature corridors.

9. Risk, policy, compliance, governance and community impact

- 9.1 EMTC contributes to the Council's Business Plan objective to deliver a net zero city by 2030 and make sure Edinburgh is a climate-adapted city with biodiverse green spaces.
- 9.2 There has been regular involvement with partners and related organisations to help deliver the aspirations of EMTC. Work with communities around identifying tree planting opportunities and on how best to engage with local residents is ongoing. Incorporating volunteers and exploring opportunities for residents, schools, interest groups, etc. to get involved in any way they can is key to ensuring young trees reach maturity, are well-maintained, and looked after.
- 9.3 All tree planting proposals relating to Council-owned land go through a stakeholder and community consultation process. Details of each proposal at design stage showing species selection, location, and protection equipment (e.g., fencing, stakes, etc.) are shared at site meetings and circulated to all interested parties. Changes are made to reduce impact to residents and communities, (i.e., by not planting too close to paths or boundaries, or by not planting on ground actively used for sport or recreation, etc.)
- 9.4 Key risks around failure to plant at least 25,000 trees per annum means that the city would not reach its million-tree target.

- 9.5 Risks associated with lack of available financial resources predominantly will severely impact progress of the ambition to reach a million-tree city by 2030. This would be damaging reputationally to the Council, partners, and the Woodland Trust as there has been significant investment in achieving progress to date.
- 9.6 Care is taken to ensure no infringement, encroachment, or damage to over ground or underground utilities cables and pipelines.
- 9.7 Residents, businesses, schools, and community groups (for example, Friends of Parks groups, etc.) are encouraged to take part in tree planting opportunities and to look after newly planted trees in their neighbourhood.

10. Background reading/external references

- 8.1 [Edinburgh Million Tree City](#) website.
- 8.2 [Woodland Trust](#) website.
- 8.3 Wee Forests – [Nature Scot](#) website and [EarthWatch Europe](#) website.
- 8.4 [Edinburgh Nature Networks](#) website.

11. Appendices

- 9.1 Appendix 1 – Tree numbers reported to Edinburgh Million Tree City Project 2022/23.
- 9.2 Appendix 2 – Edinburgh Million Tree City project donors/supporters.
- 9.3 Appendix 3 – Edinburgh Million Tree City project Action Plan.

Appendix 1

Tree Numbers Reported

By Locality	2021/22	2022/23	Total	%
North West	18,872	20,695	39,567	70.03
North East	792	1,295	2,087	3.69
South East	1,325	1,358	2,683	4.75
South West	3,241	341	3,582	6.34
Pentlands	1,000	6,550	7,550	13.36
Unable to be allocated	-	1,034	1,034	1.83
Total	25,230	31,273	56,503	

By Land Ownership	2021/22	2022/23	Total	%
The City of Edinburgh Council				
Parks & Openspaces	4,791	5,692	10,483	18.6
Cycleways	*	*	-	
Open spaces or Housing	1,570	630	2,200	3.9
Streets	347	103	450	0.8
Schools	422	*	422	0.7
Natural Heritage	4,647	16,260	20,907	37.0
Other Land-owners/Managers			-	
Gardens and Church Grounds	-	1,005	1,005	1.8
Private Estates	13,400	-	13,400	23.7
Residential Developers	*	2,819	2,819	5.0
Commercial Developers	*	*	-	
Edinburgh Leisure - Golf Courses	*	4,000	4,000	7.1
Edinburgh Leisure - Centres	*	*	735	1.3
National Health Service	*	*	-	
Universities and Colleges	53	29	82	0.1
Golf Courses (Privately-owned)	*	*	-	
Total	25,230	31,273	56,503	

Note: * tree numbers to be determined and confirmed.

Tree removals

Trees removed by	2021/22	2022/23
Forestry Service	877	911
University of Edinburgh	21	0
Total Removed	898	911
Net Increase in Trees	24,332	30,362

Net increase in numbers against annual target

Year(s)	Target	Tree numbers	% on target
2021/22	25,000	24,332	97%
2022/23	25,000	30,362	121%
Overall (to date)	50,000	54,694	109%

Appendix 2

Edinburgh Million Tree City Project Donor/Support Engagement

Name	Business/Services Supplied
Keily Bros	Transport - Roads Surfacing
Robertson Group	Construction - Housing
Azzurro Ltd	Interior Solutions - furniture
A C Whyte	Social Housing Refurbishment
Direct Tyres	Motor vehicle
Fly Open Air	Events Management
Maxi Construction	Construction
OOBE	Landscape Architects
Western Digital	Telecoms
TD Trees & Land Services	Tree surgeons

Appendix 3 - Edinburgh Million Trees City project Action Plan

The Edinburgh Million Tree City project Action Plan (extract provided in this Appendix) sets the 1 million trees project vision, strategic aims and objectives. The aims are to:

- (i) identify planting sites,
- (ii) engage everyone,
- (iii) increase tree numbers and improve ecosystem services,
- (iv) innovate and strategically influence,
- (v) shape and change future policy.

Identifying planting sites within the city

- Identify public and private land spaces for tree planting in the city
- Engage potential landowners to maximise potential for tree planting during the period
- Plant across the whole of Edinburgh

Aim	
1.1	Work with land managers of public bodies including NHS Lothian, Police Scotland, Scottish Fire and Rescue Services, etc., to identify areas of public land that is available for tree planting.
SMART Objectives	
A	Identify available areas of land for tree planting within Edinburgh managed by NHS Lothian through discussion with their estate team by 28 February 2023.
B	Work with NHS Lothian staff and volunteers to achieve planting of 1,000 trees by 31 March 2024.
Aim	
1.2	Work with housing associations with property in the city to identify areas of land that is available for tree planting.
SMART Objectives	
A	Identify available areas of land for tree planting managed by Housing Associations in the city by 31 December 2022.
B	Work with factors, residents' associations, community organisations and volunteers to achieve planting of 1,000 trees on Housing Association land by 31 March 2024.
Aim	
1.3	Work with private landowners around Dalmeny, Rosebery, etc, to identify areas of land that may be available for tree planting that is publicly accessible.
SMART Objectives	
A	Identify available areas of land for tree planting managed by Dalmeny Estates in the city by 31 December 2022.
B	Identify available areas of land for tree planting managed by Rosebery Estate in the city by 31 December 2022.
C	Work with estate teams, factors, community organisations and volunteers to achieve planting of 2,500 trees on publicly accessible estate land by 31 March 2024.
Aim	
1.4	Work internally to the Council to identify areas of land suitable for tree planting (e.g., Housing, Communities and Families, FM, Corporate Property, Place, etc).
SMART Objectives	
A	Identify available areas of Council land for tree planting by 31 December 2022.
B	Work with Council officers, community organisations and volunteers to achieve planting of 10,000 trees on Council land by 31 March 2024.
Aim	
1.5	Work with private housing developers and Planning to increase the number of trees planted as part of future housing developments.
SMART Objectives	
A	Identify available areas of land for tree planting by 31 December 2022.
B	Work with Housing developer, community organisations and volunteers to achieve planting of 2,000 trees on developed land by 31 March 2024.

Aim	
1.6	Identify potential for additional tree planting in Council projects including tram extension, Neighbourhood Environmental Programme, roads and footway renewals, urban regeneration, etc.
SMART Objectives	
A	Identify available areas of land for tree planting as part of the tram extension by 31 December 2022.
B	Work with tram team, ELGT, community organisations and volunteers to achieve planting of 1,000 trees by 31 March 2024.
C	Identify available areas of land within Neighbourhood Environmental Programme for tree planting by 31 March 2023.
D	Work with residents' groups, contractor, ELGT, community organisations and volunteers to achieve planting of 500 trees by 31 March 2024.
E	Identify available areas of land for tree planting in Capital Roads and Footway Renewals by 31 March 2023.
F	Work with Roads Operations, contractors, community organisations and volunteers to achieve planting of 100 trees by 31 March 2024.
G	Identify available areas of land for tree planting in Urban Regeneration projects (e.g. new housing areas) by 31 March 2023.
H	Work with Housing Regeneration, community organisations and volunteers to achieve planting of 1,000 trees by 31 March 2024.
Aim	
1.7	Use tree giveaways to encourage residents to plant trees in their gardens.
SMART Objectives	
A	Work with community groups to giveaway free to local residents with gardens 10,000 trees by 30 April 2022.
B	Distribute 10,000 trees via pick up points and community groups.
C	Obtain a planting record for trees given away to residents by 30 April 2023.

Engage everyone

- Maximise opportunities to promote EMTC and its social, environmental, and economic benefits to citizens of the city.
- Engage and involve everyone in tree planting, care and maintenance as well as the benefits of trees.
- Promote ongoing interest in trees through citizen science.

Aim	
2.1	Promote EMTC at every opportunity.
SMART Objectives	
A	Develop communications plan for EMTC by 1 October 2022.
B	Engage with all identified community and interest groups involved in the current planting projects on the benefits of trees and provide tree care information by 30 April 2023.
C	Provide identified community groups online access to information on tree planting activities and develop contacts for participating in citizen science by 1 June 2023.
D	Achieve at least 100 volunteer hours in citizen science by 1 June 2024.
Aim	
2.2	Promotion of every planting event so that the public can participate.
SMART Objectives	
A	Publish online every tree planting event led by the Council and other planting events notified to the Council (e.g., Queen's Green Canopy, Wee Forests, etc.) at least one month in advance of each event.
B	Respond to all public enquiries regarding participating in tree planting activities in advance of the planned date of activity.
C	Arrange attendance by key partners and funders to share in planting events and opportunities prior to planting season (by 1 October 2022).
Aim	
2.3	Develop volunteering opportunities through partnerships with organisations including the Woodland Trust, The Conservation Volunteers, ELGT, EVOC, and other third sector organisations.
SMART Objectives	
A	Engage with every volunteer interested in tree planting and connect them to appropriate tree planting event for the 2023/24 planting season.
B	Create at least 4 tree planting event opportunities for volunteers through TCV & ELGT for the 2023/24 planting season.
C	Create at least 2 tree planting event opportunities for volunteers through EVOC and other third sector organisations for the 2023/24 planting season.

D	Create at least 2 tree planting event opportunities for volunteers through Woodland for the 2023/24 planting season.
Aim	
2.4	Make use of existing networks (e.g., friends, community groups, residents associations, schools) and campaigns to maximise impact of EMTC.
SMART Objectives	
A	Survey existing networks to create at least 5 ideas and opportunities to maximise impact of EMTC by 1 August 2023.
B	Develop at least 2 suitable campaigns to maximise impacts of EMTC through existing networks that cover wider area of the city by 1 October 2023.
Aim	
2.5	Develop tree warden scheme or other voluntary efforts that encourages local residents to adopt and look after trees in their neighbourhood.
SMART Objectives	
A	Develop tree warden scheme by 30 June 2023.
B	Operate tree warden scheme across the City involving a minimum of 20 volunteers by 31 December 2023.
C	Create online tree warden training module and train all volunteers by 31 December 2023.
Aim	
2.6	Create opportunities for citizen science to gather important information about tree health in the city.
SMART Objectives	
A	Identify or create citizen science opportunities at 7 Wee Forest sites with local primary schools by 31 December 2023.
B	Establish network to communicate results between groups engaged in citizen science by 31 December 2023.

Increase tree numbers and improve ecosystem services

- Bolster ecosystem services throughout the city by tree planting in areas of deficiency.
- Build resilience to climate change effects by providing resilience for ecosystems around the city.
- Increase tree numbers across a variety of species to improve resiliency to pest and diseases.

Aim	
3.1	Prioritise key locations for planting identified by the Edinburgh Nature Network strategy with low ecosystem services.
SMART Objectives	
A	Identify areas in Edinburgh with low ecosystem services from Nature Network strategy by 30 April 2023.
B	Prioritise 2 tree planting projects against low ecosystem locations by 31 May 2023 for planting in 2023/24.
C	Develop plan for further tree planting projects in other areas of low ecosystem services within the city by 1 October 2023.
Aim	
3.2	Ensure that at least 90% of the trees planted each year are native species.
SMART Objectives	
A	Record native species being planted at each location this planting season by 30 April 2023.
B	Require all tree planting designs to be funded by Woodland Trust comprise 100% native species.
C	At least 90% of trees planted using Council funds comprise native species.
Aim	
3.3	Plant sample plots of selected non-native trees from suitable southern regions that are properly acclimatised to assess ecosystem services.
SMART Objectives	
A	Identify 2 sample plots for select non-native trees to assess ecosystem services by 30 April 2023.
B	Plant up 2 plots with non-native species and establish ecosystem recording processes and systems by 31 December 2023.
Aim	
3.4	Diversify planting to reduce impact of single impact pests and diseases.
SMART Objectives	
A	Require diversified species planting in all EMTC projects by 30 April 2023.
B	Record species mixes used in all tree planting projects to be in place by 30 April 2023.

Innovation and strategic influence

- Stretch the overarching aim of reaching 1 million trees in the city.
- Working with partners and other organisations to develop innovative solutions to mitigate the effects of climate change.
- Use EMTC to promote activities that go above and beyond local policy or strategy requirements.

Aim	
4.1	Develop innovative solutions to mitigate the effects of climate change through the incorporation of elements of EMTC project.
SMART Objectives	
A	Identify solutions to mitigate effect of climate change in the EMTC project by 31 December 2023.
B	Engage the EMTC Forum by 31 December 2023 to explore solutions to mitigate an effect of climate change.
C	Engage the EMTC Forum to explore opportunities for citizen science by 31 December 2023 to collate data appropriate data on native and non-native trees.
Aim	
4.2	Improve landscaping designs by housing developers to not only look at tree numbers but also canopy cover.
SMART Objectives	
A	Identify with Planning by 30 April 2023 upcoming housing developments.
B	Engage with housing developers over increasing tree numbers and site tree canopy cover above Planning minimum standards.
C	Engage with East Craigs Housing developer by 30 April 2023 to agree increase tree number and canopy cover.
Aim	
4.3	Develop ambition to increase tree canopy cover and tree numbers to surpass the 1m tree target by 2030.
SMART Objectives	
A	Engage with Planning service by 1 December 2024 to determine a tree canopy cover target that surpasses 1m trees.
B	Identify tree canopy cover across the city.
C	Develop approach by 31 December 2024 to increase the tree canopy cover across the city each year.
D	Record annual tree planting totals by 30 April each year to 2030.
Aim	
4.4	Increase volume of urban woodland by 2030.
SMART Objectives	
A	Determine all woodland locations in Edinburgh by 30 April 2024.
B	Engage with Council's Planning and Biodiversity Officer by 30 April 2023 over development of new urban woodland in the city.
C	Develop approach by 31 August 2023 to increase the volume of urban woodland across the city.
D	Plant at least 5% of the identified area of new urban woodland by 31 March 2025.
Aim	
4.5	Develop learning from studies such as i-tree surveys to influence future development of EMTC
SMART Objectives	
A	Sample upto 20% of the same i-tree plots at each survey.
B	Incorporate in the EMTC project action plan steps to address issues unearthed by the i-tree survey by 30 March 2024.
C	Publish findings from i-tree survey online to promote learning of the benefits and value of trees in mitigating effects of climate change by 30 June 2024.
Aim	
4.6	Maximise opportunities to use funding, grants, resources, from various sources to support EMTC.
SMART Objectives	
A	Identify all opportunities to use funding, grants, and donations to EMTC by 31 December 2022.
B	Submit claims for funding for tree planting proposals that meet criteria/requirements from funding sources by 30 April 2023.
C	Use donations received from Community Benefits (derived from Council suppliers) towards objectives of EMTC that need to be met by 30 March 2023.
Aim	
4.7	Evaluate the benefits and virtues of EMTC to shape future policy and strategy within the city.
SMART Objectives	
A	Engage with Planning to evaluate and quantify ecosystem benefits of tree planting by 31 December 2030.
B	Incorporate ecosystem benefits of tree planting in Council policy and strategic plans by 31 December 2030.
C	Develop appropriate targets for ongoing increase in tree canopy cover in the city by 31 December 2030.

Culture and Communities Committee

10.00am, Thursday, 7 December 2023

Makars' Court: Proposed Additional Inscription for Donnchadh Bàn Mac an t-Saoir

Executive/routine
Wards

Routine
All

1. Recommendations

- 1.1 It is recommended that the Committee approves the addition of a proposed new inscription to Makars' Court.

Paul Lawrence

Executive Director of Place

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E-mail: gillian.findlay1@edinburgh.gov.uk | Tel: 07874 884913

Makars' Court: Proposed Additional Inscription for Donnchadh Bàn Mac an t-Saoir

2. Executive Summary

- 2.1 This report provides background to the development of Makars' Court as a national monument to Scottish writers and summarises information about the latest poet nominated for inclusion, Donnchadh Bàn Mac an t-Saoir (1724-1812). Committee is asked to approve the application.

3. Background

- 3.1 Makars' Court at the Writers' Museum celebrates the achievements of Scottish writers. This ongoing project to create a Scottish equivalent of Poets' Corner at Westminster Abbey was the initiative of the former Culture and Leisure Department, in association with the Saltire Society and Lothian and Edinburgh Enterprise Ltd, as it was then known.
- 3.2 Makars' Court was officially inaugurated by the late Iain Crichton Smith in August 1998. The Saltire Society selected 12 writers, ranging in date from John Barbour, who lived in the 14th century, to Sorley MacLean, who died in 1996. Each writer was commemorated by a quotation selected from his or her work which was inscribed in stone and set in the paving which leads from the Mound and the Lawnmarket approaches to the door of the Writers' Museum.
- 3.3 By November 2022, another 31 inscribed stones had been added.

4. Main report

- 4.1 It was always the intention that Makars' Court would grow and develop into a Scottish national literary monument as more writers were commemorated. At its meeting on 10 March 1997, the then Recreation Committee established that the method of selecting writers for commemoration would involve the Writers' Museum forwarding sponsorship requests for commemorating writers to the Saltire Society, who would in turn make a recommendation to the Council.

- 4.2 The Makars' Court Committee of the Saltire Society now recommends that a further application be approved, to commemorate the poet **Donnchadh Bàn Mac an t-Saoir (1724-1812)**.

Donnchadh Bàn Mac an t-Saoir

- 4.3 Donnchadh Bàn Mac an t-Saoir (Duncan Ban Macintyre) is one of the most famous and best-loved of all Gaelic poets. Although he was not literate, he had a kaleidoscopic vocabulary and extraordinary verbal dexterity.
- 4.4 His songs describe the natural environment of the Gàidhealtachd, especially the deer and other wildlife, in vivid and minute detail. His works also express dismay at the economic and social changes that came over the Gàidhealtachd in his time, as expressed in the song from which the proposed extract is taken, 'Cumha Coire a' Cheathaich' (Lament for Misty Corrie).
- 4.5 Born in Glen Orchy in Argyll, he served, somewhat reluctantly, on the Hanoverian side during the 1745 Jacobite rising but left in 1746 for employment as a gamekeeper on the Argyll-Perthshire border.
- 4.6 He relocated in 1766 to serve until 1793 in the Edinburgh City Guard, the city's police force. He is buried in Greyfriars Kirkyard, where he is commemorated by a fine sandstone obelisk.
- 4.7 The proposed inscription, and source of the quotation, are as follows:

Donnchadh Bàn Mac an t-Saoir (Duncan Ban Macintyre)

1724-1812

**'S e mùthadh air an t-saoghal
An coire laghach gaolach
A dhol a-nis air faondradh**

(A change has come upon the world
That the fine, beloved corrie
Should now be desolate)

From *The Songs of Duncan Ban Macintyre* (Edinburgh: Scottish Gaelic Texts Society, 1952), pp. 176-77.

5. Next Steps

- 5.1 On approval, the stonemason's designs for the inscription will be finalised and work will get underway to prepare Makars' Court for the installation of the new sandstone slabs.
- 5.2 An unveiling event will be arranged with the sponsor and is expected to take place in March 2024.

6. Financial impact

- 6.1 All costs involved in designing, carving and laying the stone will be met by the sponsor.
- 6.2 Costs associated with the official unveiling of the stone can be contained within the 2023/ 24 revenue budget held by Culture and Wellbeing.

7. Equality and Poverty Impact

- 7.1 Approval of the inscription will allow access for all Edinburgh residents to visit a key literary and heritage site but at this stage no immediate equalities and poverty factors have been identified that will need to be taken into account.

8. Climate and Nature Emergency Implications

- 8.1 No environmental impacts have been identified. It is anticipated that this recommendation, if implemented, will not result in a change in vulnerability for Edinburgh's people, places and biodiversity or a change in the effects of climate change on Edinburgh's people, places and biodiversity.

9. Risk, policy, compliance, governance and community impact

- 9.1 Liaison with the sponsor and the Makars' Court Committee co-ordinated by the Saltire Society has taken place.
- 9.2 The additional stone will add to the amenity of the immediate area. No negative community impact is anticipated.

10. Background reading/external references

- 10.1 Inscriptions at Makar's Court, The Writer's Museum, Executive, [29 July 2003](#).
- 10.2 Makars' Court: Proposed additional inscription, Executive, [6 December 2005](#).
- 10.3 Makars' Court: Proposed additional inscriptions, Executive, [6 June 2006](#).
- 10.4 Makars' Court: Proposed Additional inscription, Culture and Leisure Committee, [22 June 2010](#).
- 10.5 Makars' Court: Proposed Additional inscriptions, Culture and Leisure Committee, [26 April 2011](#).
- 10.6 Makars' Court: Proposed Additional inscription, Culture and Sport Committee, [20 August 2013](#).
- 10.7 Makars' Court: Proposed Additional inscription, Culture and Sport Committee, [22 October 2013](#).

- 10.8 Makars' Court: Proposed Additional inscription, Culture and Sport Committee [11 March 2014](#).
- 10.9 Makars' Court: Proposed Additional inscriptions, Culture and Sport Committee [20 March 2017](#).
- 10.10 Makars' Court: Proposed Additional inscription, Culture and Communities Committee, [20 March 2018](#).
- 10.11 Makars' Court: Proposed Additional Inscriptions, Culture and Communities Committee, [26 April 2022](#).

11. Appendices

- 11.1 None.

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Culture and Communities Committee

10.00am, Thursday, 7 December 2023

Museums and Galleries Edinburgh - Policies and Decolonisation Working Group Update

Executive/routine
Wards

Routine
All

1. Recommendations

- 1.1 Committee is asked to note the information provided in the report, which was requested at the Committee meeting on 11 May 2023.

Paul Lawrence

Executive Director of Place

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Museums and Galleries Edinburgh - Policies and Decolonisation Working Group Update

2. Executive Summary

- 2.1 This report summarises how Museums and Galleries Edinburgh's collections and activity progress Council and national museum sector objectives, and updates on the work of its Decolonisation Working Group (Appendix 1).

3. Background

- 3.1 In May 2023, Committee [received](#) two core policies for renewal - the Collections Development Policy and the Exhibitions Policy. Both have recently been updated to reflect the Council's strategic objectives, and those of the new National Strategy for Scotland's Museums and Galleries 2023-2030, published by Museums Galleries Scotland on behalf of Scottish Government.
- 3.2 Committee requested updates on two points:
- 3.2.1 How Edinburgh Museums and Galleries collections could reflect the Scotland's Museum and Galleries Strategy's focus on wellbeing, the climate crisis and decolonisation. The report should include a section on whether an audit of the collections for links to slavery, colonialism and racism could be undertaken; and
- 3.2.2 Work of the Decolonisation Working Group, including progress made to date in repatriating looted or unethically acquired items from Edinburgh's collections and ways in which the Council may seek to be proactive as well as reactive in repatriating these items.

4. Main report

- 4.1 Contemporary collecting is a core activity for museums. It is key to ensuring collections remain current, comprehensive and relevant to local people. Museums and Galleries Edinburgh (MGE) regularly undertakes focussed collecting projects in the field with local communities and groups, and accepts donations of material offered by donors into the permanent collections where they reflect collecting priorities.

- 4.2 Three recent projects illustrating this and their alignment with National Strategy objectives are:
- 4.2.1 Covid-19 Collecting Project: This set out to capture experiences of the people of Edinburgh living with the impacts of lockdown through collection of everyday objects: <https://www.edinburghmuseums.org.uk/covid-19-contemporary-collecting>. Many evocative objects were donated, among them distillery-produced hand sanitiser, supermarket staff Personal Protective Equipment and crocheted blankets, Oral history testimonies were collected in partnership with the University of Edinburgh on: <https://lothianlockdown.org/>;
- 4.2.2 Black Lives Matter (BLM) protest collecting: Following the murder of George Floyd in 2020, the Council acquired a significant donation of material from the BLM protest held in Holyrood Park on 7 June 2020. An online exhibition was created for Black History Month, highlighting just some of the placards being accessioned into the permanent collections: <https://www.capitalcollections.org.uk/view-item?i=51168>; and
- 4.2.3 Wellbeing is considered as part of the planning process for many of MGE's outputs. For example, an exhibition being developed on craft and protest will include sessions with community groups to produce statements reflecting their values. The service recently worked with the University of Edinburgh on a 'Settling in with the Past' programme in conjunction with the WEA (Workers' Educational Association) to welcome new arrivals using our collections. The programme will be run again in partnership with the University and its student wellbeing services. Students will be referred to a programme to help with their mental health, and the Museum of Edinburgh and Writers' Museum will be participating by providing tours with a focus on wellbeing and belonging.
- 4.3 Climate Crisis/Justice is likely to become a key collecting strand, and has for several years been an issue being addressed mainly through exhibitions - the Think Global, Act Local exhibition at Museum of Edinburgh also involved a project with school children to transform the historic courtyard into an eco-friendly community space: <https://www.edinburghmuseums.org.uk/whats-on/think-local-act-global>. At City Art Centre, the upcoming Landscape Awards and Deep-Rooted exhibitions will be linked with a number of related events as we work to raise public awareness in this area: <https://www.edinburghmuseums.org.uk/whats-on/deep-rooted>.
- 4.4 The Decolonising Working Group is assessing current work and potential projects and programmes centring decolonisation. It recognises that the city cannot and should not undertake this in isolation, and participation in programmes such as Black History Month: <https://www.edinburghmuseums.org.uk/black-history-month-2023#:~:text=Each%20year%2C%20the%20learning%20and,Month%20during%20October%20since%202001> and work to co-produce exhibitions (such as the Windrush Creative Legacies at Museum of Edinburgh) are vital: <https://www.edinburghmuseums.org.uk/whats-on/windrush-legacy-creative-reflections>.

- 4.5 More information about the work of the Decolonisation Working Group is included in Appendix 1.
- 4.6 Officers recognise the need to audit collections to ensure their effective management, open up opportunities for public access and use, and to make informed decisions about future research, display and collecting practice.
- 4.7 While the Council does not hold ethnographic or world culture collections with clear and explicit examples, there are inevitably objects (and collection records) across our historic collections which link – laterally if not directly – to Edinburgh’s part in enabling and benefitting from the slave trade and colonialism, and the racist attitudes and language these legacies engendered. These issues are dealt with as they arise
- 4.8 The service participates in wider sector audits and with academic partners. For example, as part of our anti-racism action framework, we initiated an internship recognising and addressing racism and imperialist attitudes as represented through numerous books and objects in our Museum of Childhood collection. This work was supported by the Scottish Graduate School for Arts and Humanities.
- 4.9 A dedicated, comprehensive internal audit would need significant additional resourcing to complete within a reasonable timeframe due to staffing levels and existing workloads. If funding was available, the service would actively recruit people with lived experience of the issues under discussion, helping to diversify the workforce through the process and ensure multiplicity of interpretative voice.
- 4.10 In the meantime, the Council is actively collecting artworks by artists from different backgrounds and will continue to do so. Some artworks will address colonial legacies (such as Sekai Machache's photographs). A forthcoming museum collecting project which we are undertaking with Edinburgh Interfaith Association, Keep the Faith, will also actively address gaps in our collections’ representation of the many faith communities in modern-day Edinburgh.

5. Next Steps

- 5.1 Officers will continue to implement the service led approach and projects as described above. The theme of contemporary collecting will form a key part of the future service plan with the proposed new collections centre supporting the ambition to provide more resources for doing so.

6. Financial impact

- 6.1 All costs involved in delivering the work detailed in this report is contained within the 2023/ 24 revenue budget held by Culture and Wellbeing and through fundraising for public grants, charitable trusts and foundations.

7. Equality and Poverty Impact

- 7.1 Continuation of the current service approach will allow access for all Edinburgh residents to engage with our collections and themes of wellbeing, the climate crisis and decolonisation. There are no further equalities and poverty factors have been identified that will need to be taken into account for this report. The Museums and Galleries service is engaged with the wider organisational approach to specific equality duties, the Equality and Diversity Framework, the End Poverty Edinburgh Plan, and our broader intention to shift the culture of the organisation to better embed equality.

8. Climate and Nature Emergency Implications

- 8.1 As a public body, the Council has statutory duties relating to climate emissions and biodiversity. The Council

“must, in exercising its functions, act in the way best calculated to contribute to the delivery of emissions reduction targets”

(Climate Change (Emissions Reductions Targets) (Scotland) Act 2019), and

“in exercising any functions, to further the conservation of biodiversity so far as it is consistent with the proper exercise of those functions”

(Nature Conservation (Scotland) Act 2004)

- 8.2 The City of Edinburgh Council declared a Climate Emergency in 2019 and committed to work towards a target of net zero emissions by 2030 for both city and corporate emissions, and embedded this as a core priority of the Council Business Plan 2023-27. The Council also declared a Nature Emergency in 2023.

Environmental Impacts

- 8.3 Service led focus on environmental issues will help to raise awareness of the climate crisis.
- 8.4 The report does not contain any actions or consequences that negatively effect the Council’s [2030 Climate Strategy](#). The Heritage, Cultural Venues, Museums and Galleries service is working closely with colleagues on actions to support the strategy.

9. Risk, policy, compliance, governance and community impact

- 9.1 Integrated Impact Assessments were produced to accompany each policy for the previous committee report in May and the documents and are available on request.

10. Background reading/external references

- 10.1 [Scotland's Museums and Galleries Strategy - Museums Galleries Scotland](#).

11. Appendices

11.1 Appendix 1 – Decolonisation Working Group Update.

Decolonisation Working Group Update

What decolonising means for museums today - Extract from 'Supporting Decolonisation in Museums' – Museums Association (2022)

“Decolonising involves creatively reimagining the way museums work, who they work with and what they value. It covers all areas of practice and creates a framework to better support people and institutions. Decolonising is a collective activity, which can be messy, thoughtful, imaginative, and emotional.

It is driven by the desire for justice and equity in that it aims to rebalance power and representation away from the coloniser narrative of history and society. This work is intersectional, as it challenges structural inequalities across the board to redress forms of historic and ongoing harm.

Decolonising is often confused with other areas of practice, such as repatriation or work on equality, diversity and inclusion. Both of these areas overlap with decolonising and are an important part of it. But decolonising encompasses all areas of practice, and seeks long-term structural change in museums”.

- 1 Museums and Galleries has created a cross-team working group to explore what decolonisation means in our context, using the Museums Association decolonising guidance and principles as our starting point. The Group is currently seeking input from a range of partners and stakeholders in order to create a proposal for a major, funded programme of strategic and practical decolonising activity designed to initiate a cultural shift in the way we work and give us confidence that the Service is achieving our goal of providing 'welcoming spaces for all'.
- 2 This work takes place at a time when there is growing awareness and acknowledgement across the UK of how systemic exclusion is commonplace across society, including in our public services and cultural spaces, and how the legacy of slavery and colonialism continues to impact the life chances and experiences of many people of Black and Minority Ethnic heritage.
- 3 In Edinburgh, the independent Edinburgh Slavery and Colonialism Legacy Review (2020-22) – and subsequently the work beginning to deliver all 10 Recommendations made in its report – has brought the need for action, and the Council's commitment to delivering change, into sharp focus.
- 4 Within the museum sector, Museums Galleries Scotland has made recommendations to Scottish Government about the ways that Scottish museums and galleries can become anti-racist and proactive in taking an inclusive approach to recruitment, programming, collecting and communicating in Scottish Museums about the history of empire, slavery and migration. The new national Museum Strategy confirms there is significant support and resource available to undertake work which helps the sector achieve these aims.

- 5 As the capital city's museum service, MGE expects to play an active part in any national programme being rolled out to deliver these objectives, and to achieve the decolonisation recommendation of the ESCLR review.
- 6 The Decolonisation Working Group has already hosted a meeting with other local authority colleagues to share our learning about undertaking civic work to acknowledge our colonial past and its legacies, and have collaborated with Hannah Lavery, the Edinburgh Makar, on a project to highlight the need for this work. It will explore the need for (and benefits of) a revised, objective and holistic re-interpretation of Edinburgh's past and our approach to interpretation, to acknowledge the city's part in enabling and benefiting from both the slave trade and colonialism.
- 7 The vast majority of Edinburgh's historic collections were donated to the city, usually with little or no information about the donor or how or why they were collected. However, while given their domestic nature there is little to suggest looting or unethical acquisition, some objects do warrant further research i.e., Sudanese items in the Haig collection donated by the family to the city, and the Samoan and Pacific items in the Robert Louis Stevenson collections. While not acquired unethically, it would be good practice to be able to consult with people of Oceanian background to understand more about them, and to check that their display and/ or care arrangements are appropriate and sensitive to cultural expectations.
- 8 The Service has not received any repatriation requests, but if we did, would seek to proactively progress these positively and constructively with the authority of elected members. Similarly, if we were to discover something appropriate for repatriation, we would actively seek out a resolution and recognise the ethical imperative to do so.

Culture and Communities Committee

10.00am, Thursday, 7 December 2023

Edinburgh Libraries – No Going Back

Executive/routine
Wards

Routine
All

1. Recommendations

- 1.1 Culture and Communities Committee is asked to note this update on the development and delivery of the youth engagement programme, No Going Back, in libraries.

Paul Lawrence

Executive Director of Place

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Edinburgh Libraries – No Going Back

2. Executive Summary

- 2.1 This report provides an overview of the Edinburgh Libraries No Going Back project, a community engagement programme undertaken with young people aged 11 – 18 years, to gather views and suggestions in relation to the Edinburgh Library Service, both positive feedback and the identification of suggested areas for improvement.
- 2.2 The report also highlights what steps are being taken to respond to the suggestions for improvement in the form of an action plan.

3. Background

- 3.1 The library service contributes to the wider support and development of young people through the provision of reading for pleasure, informal learning, personal development, and the provision of safe spaces. Covid-19 lockdowns and the subsequent phased reintroduction of services acted as a barrier for young people accessing the service for a considerable length of time.
- 3.2 Edinburgh Libraries viewed the changes in service delivery that came with Covid-19 as an opportunity to reconsider how it meets the needs of young people. In the lead up to the pandemic, some libraries were experiencing a range of challenging behaviours, mainly involving older teenagers, and it was felt that developing an improved understanding of what young people need from the service (both school and community) would assist in creating more positive engagement going forward i.e. No Going Back.
- 3.3 Edinburgh Libraries applied to the Scottish Government's 'Public Libraries Covid Relief Fund', aimed at reconnecting libraries with the public. The fund was managed via the Scottish Libraries and Information Council (SLiC) and Edinburgh was awarded £33,100.
- 3.4 The funding supported the development of an ambitious engagement programme involving young people aged 11 – 18 years across the city, and to purchase new digital resources.

4. Main report

- 4.1 No Going Back was a community engagement programme which was delivered between July 2021 and August 2023. The project was undertaken across all community and secondary school library services and used several methods of engagement which concluded with an online questionnaire.
- 4.2 The external funding was used to: deliver workshops designed by creative practitioners alongside library staff; purchase new digital hardware and software; and produce a short film of the process.
- 4.3 2,097 young people aged 11 – 18 years participated in the project. Workshop activity provided some of the richest inputs where young people talked openly about their involvement with the service and highlighted what they value the most about libraries. The process also supported an open and honest dialogue with young people enabling them to identify areas for improvement and potential barriers to access and positive engagement with the service.
- 4.4 There were 29 creative workshops held in community and school libraries which involved 295 young people.
- 4.5 Discussion groups were held in each of the four localities with a specific focus on digital delivery. These sessions assisted in identifying the type of hardware and software that young people felt would help to improve service delivery, support them to learn new skills, and encourage more participation. This was further supported by the inclusion of specific questions in the final online questionnaire.
- 4.6 1,802 young people completed the online questionnaire. The information and questionnaire link was circulated across schools (including Independent Schools) and community library networks. The questionnaire was deliberately brief and included drop-down and multiple-choice responses to questions, however, the addition of additional specific questions provided opportunities for free text – ‘other’. These were:
 - 4.6.1 What are the best things about the library you use?.
 - 4.6.2 If you could change anything about the school or community library you use, what would it be?
 - 4.6.3 Is there anything that might prevent young people from using the library? and
 - 4.6.4 Is there anything else you feel might make a positive experience for you?
- 4.7 Alongside the drop-down responses, over 1,500 individual comments, suggestions, or suggested areas for improvement were submitted.
- 4.8 The questionnaire was vital in helping the service understand the point of view of young people who might not use libraries and the reasons for this.
- 4.9 The key findings include:
 - 4.9.1 A desire to participate in more digital-based activities and to learn new skills;

- 4.9.2 A need for the service to develop improved practices to manage and reduce negative behaviours that may prevent others from accessing libraries;
 - 4.9.3 The importance of investment in physical and digital reading resources aimed at teenagers;
 - 4.9.4 The need to improve marketing and the promotion of the wider library service to young people, including better web/digital-based information; and
 - 4.9.5 The identification of a number of specific areas for improvement which will be addressed through citywide strategic development and changes at an individual local library level.
- 4.10 The overall project has assisted the service to ensure that future delivery is cognisant of the wider needs and aspirations of young people. It is evident from the feedback that young people using the service value what it has to offer but it is also clear that there are areas for improvement if the service is to continue to meet the needs of wider groups and individuals.
- 4.11 Whilst ongoing dialogue will continue with young people using the service, it is planned to repeat aspects of the wider engagement process in 2025, to ensure the service remains relevant and responsive to the changing needs of all young people.

5. Next Steps

- 5.1 The large number of comments and suggestions for service improvement identified from the engagement activity have been consolidated to create actionable outcomes. An action plan has been created (see Appendix 1) which includes 11 key outcomes supported by 25 actions.
- 5.2 The action plan delivery will be managed and monitored via the Libraries Youth Service Support Group (under development) comprising the responsible Library Development Manager, Strategic Library Development Leader, and representative Library Development Leaders from each locality and Central Library.
- 5.3 School and public libraries will support continued ongoing dialogue with young people around service provision and to ensure young people are appraised of progress against key actions from this project.
- 5.4 Any newly developed web-based service information created for young people will act as a key platform to provide progress to young people.
- 5.5 It is anticipated that a wider engagement process will be repeated in 2025.

6. Financial impact

- 6.1 The project was awarded £33,100 from the Scottish Government – Public Libraries Covid Relief Fund, managed by the SLiC. This supported the delivery of 29 workshops delivered by creative practitioners, the development of a project support film, and the purchase of new digital hardware and software.

- 6.2 The Council Support for the Reopening of Libraries budget provided a further £10,000 to support the purchase of 10 new game consoles, games, and ancillary hardware to provide access to more modern equipment in 10 libraries across the city.
- 6.3 No further financial commitments are required to support the delivery of the associated project outcomes.
- 6.4 All expenditure has been receipted and reported to the Scottish Libraries information Council in line with funding requirements.

7. Equality and Poverty Impact

- 7.1 The project was designed and delivered using the YouthTalk model as the core platform. The YouthTalk (Engagement) model is widely regarded as best practice and aims to positively respond to the UN – Convention on the Rights of a Child, and in the case of No Going Back this included:
- 7.1.1 Article 3 (best interests of the child) The best interests of the child must be a top priority in all decisions and actions that affect children;
- 7.1.2 Article 12 (respect for the views of the child) Every child has the right to express their views, feelings, and wishes in all matters affecting them, and to have their views considered and taken seriously; and
- 7.1.3 Article 31 (leisure, play, and culture) Every child has the right to relax, play, and take part in a wide range of cultural and artistic activities.

8. Climate and Nature Emergency Implications

- 8.1 There are no positive or negative environmental impacts as a result of the delivery of the No Going Back project.

9. Risk, policy, compliance, governance and community impact

- 9.1 This report reflects the outcomes of an engagement exercise involving 2,097 young people aged 11 – 18 years. The outcomes including external budget spend and associated action plans will directly positively impact service delivery aimed at the target age group.
- 9.2 There are no significant risks associated with this project or any of the outcome actions.

10. Background reading/external references

- 10.1 There are no background papers or external references associated with this report.

11. Appendices

11.1 Appendix 1 – No Going Back Outcomes Action Plan.

Edinburgh Libraries

No Going Back

ACTION PLAN

2023- 2025

1. Digital & Skills Development

Evidence	What will happen - Outcomes	How we will do it - Actions	Who is responsible	When will it be completed	Does it need resources	Is it on track
<p>Priorities</p> <p>1037 young people identified VR/Digital activity and learning as either 1st, 2nd or 3rd choice to provide</p> <p>920 young people identified music mixing as either 1st, 2nd or 3rd choice</p> <p>758 young people identified new skills as either 1st, 2nd or 3rd choice</p>	Following the purchase of new equipment, the service will create an improved programme of digital activity with integrated learning opportunities	<p>a) Take stock of all items of equipment and software to create support kits</p> <p>b) Create a 'menu' of projects and activities that can be supported by staff across the library service</p> <p>c) Publicise the 'menu' to young people to identify delivery interest</p> <p>d) Develop a programme of activity</p> <p>e) Deliver programme</p> <p>f) Continuously monitor and evaluate the involvement of young people and learning</p>	<p>Libraries Development Manager (Digital/Engagement)</p> <p>Libraries Development Manager (C&YP/Schools)</p>	<p>a) Nov 23</p> <p>b) Dec 23</p> <p>c) Feb 24</p> <p>d) Mar 24</p> <p>e) Mar 24 onwards</p> <p>f) Ongoing</p>	The library service already has a wide range of digital resources. This has been further supported by the No Going Back Project - £20k investment in new resources.	YES

2. Tackling Negative Behaviours

Evidence	What will happen - Outcomes	How we will do it - Actions	Who is responsible	When will it be completed	Does it need resources	Is it on track
468 young people identified other library users as an issue	The library service will learn from recent incidents involving challenging behaviours to put in place agreed	a) Community Libraries Young People Support Group will co-create a youth engagement agreement to include zero tolerance towards bullying – young people will be asked to comment and agree approaches with	Libraries Development Manager (C&YP/Schools)	<p>a) June 24</p> <p>b) Ongoing</p>	<p>Staff training budget</p> <p>Small budget to support young people's group</p>	YES

<p>212 young people identified attending libraries as a safe space</p> <p>328 mentioned bullying as a deterrent for young people</p>	<p>practices to prevent repeats.</p> <p>Staff will also be supported to better manage any associated challenges.</p> <p>A zero tolerance approach to bullying will be promoted.</p>	<p>a view to creating consistency across the service</p> <p>b) Staff will continue to receive appropriate training to help manage challenging situations</p>			<p>Potential support required for promotional materials and campaign</p>	
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3. Stock Management

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Evidence	What will happen - Outcomes	How we will do it - Actions	Who is responsible	When will it be completed	Does it need resources	Is it on track
<p>616 young people indicated that they felt that not having the right book stock could be a barrier to using their library with suggestions around increasing e-resources and manga</p> <p>1138 young people said book selection was the best thing about the library they use</p>	<p>Staff will continue to engage with young people to identify the type of stock and e-resources most likely to be welcomed by teens and provide feedback to the relevant Libraries Development Manager.</p>	<p>a) Review stock budget to create more scope for purchase of e-resources</p> <p>b) Review teen stock purchases and ensure continued commitment to development of quality book stock for teens</p>	<p>Libraries Development Manager (C&YP/ Schools)</p> <p>Libraries Development Manager (Resource Management/ Performance)</p>	<p>a) Mar 24 - annually</p> <p>b) Mar 24 - annually</p>	<p>The library service manages a media budget for community libraries. The spend for this resource is reviewed annually to ensure identified needs are met.</p>	<p>YES</p>

4. Marketing & Promotion (Including Web solutions)

Evidence	What will happen - Outcomes	How we will do it - Actions	Who is responsible	When will it be completed	Does it need resources	Is it on track
<p>569 young people indicated that they never visit a library</p> <p>Comments were received suggesting a lack of awareness of activities aimed at young people</p>	<p>The library service will seek to improve the web based information, targeted at young people. The service will also improve how it promotes activities and events aimed at young people to increase participation wherever possible.</p>	<p>a) Work with Council ICT and ICT partners to identify opportunities to create appealing web based information and resources</p> <p>b) Agree and develop common approaches to promotional information and materials aimed at young people</p> <p>c) Continuously liaise with young people to ensure materials used are reflective of need and appealing to young people</p>	<p>Libraries Development Manager (Digital/Engagement)</p> <p>Libraries Development Manager (Promotions/Economic Development)</p> <p>Libraries Development Manager (C&YP/Schools)</p>	<p>a) June 24</p> <p>b) Dec 24</p> <p>c) Ongoing</p>	<p>It is intended that any ICT support/ introduction of marketing materials would be provided within existing resources</p>	<p>YES</p>

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5. Share Comments to Support Localised Actions

Evidence	What will happen - Outcomes	How we will do it - Actions	Who is responsible	When will it be completed	Does it need resources	Is it on track
<p>Over 1500 individual comments were received, many linking with localised suggestions/ areas for improvement.</p>	<p>The inputs will be reviewed to identify comments specific to local community or school libraries. These will be provided to the respective Development</p>	<p>a) Interrogate all inputs to identify local concerns or suggestions and provide analysis to Library Development Managers</p> <p>b) Library Development Managers will work with key staff to identify any local actions that are required</p>	<p>Libraries Development Manager (Digital/Engagement)</p>	<p>a) Mar 24</p> <p>b) May 24</p> <p>c) Summer 24</p>	<p>Dependent on the actions to be taken forward.</p>	<p>YES</p>

Library Development Managers will support Development Leaders to put in place any specific local actions that can be required.	Manager to discuss with key staff in each location and put in place any necessary actions. These will be recorded and monitored.	c) A local action plan will be created and made available in each location	All Library Development Managers			
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6. Share Action Plan

Evidence	What will happen - Outcomes	How we will do it - Actions	Who is responsible	When will it be completed	Does it need resources	Is it on track
2,097 young people provided time to engage with the No Going Back process and it's important that they are aware of the outcomes and type of initiatives / actions that can be supported going forward	<p>A high level (youth friendly) outcomes report has been produced and circulated to young people.</p> <p>The action plan will be developed into a youth friendly version and made available across youth engagement networks and on any new web presence with progress updates provided.</p>	<p>a) Circulate youth friendly high level outcomes report</p> <p>b) Create youth friendly action plan and make available across relevant networks</p> <p>c) Use new web presence to provide young people with progress updates</p>	<p>Libraries Development Manager (Digital/Engagement)</p> <p>Libraries Development Manager (C&YP/Schools)</p>	<p>a) Complete</p> <p>b) Mar 24</p> <p>c) Sept 24</p>	Within existing resource	YES

7. Review and Repeat Activity

Evidence	What will happen - Outcomes	How we will do it - Actions	Who is responsible	When will it be completed	Does it need resources	Is it on track
<p>2,097 young people provided valuable information, views and suggestions to help direct library service provision aimed at young people.</p> <p>This represents a snapshot of opinion therefore it's important to continue to engage with young people to gather further / updated views and suggestions</p>	<p>Every 3 years, the library service will undertake a cost-effective process of engagement with young people.</p> <p>This will include seeking opinions on activity based on No Going Back process and outcomes.</p>	<p>a) Conversations in school and community libraries b) Provision of online questionnaire c) Linking with youth work providers to engage with young people perhaps not using library services</p>	<p>Libraries Development Manager (Digital/Engagement)</p> <p>Libraries Development Manager (C&YP/Schools)</p>	<p>a) Dec 25 b) Dec 25 c) Dec 25</p>	<p>Limited resources required to support the activity.</p>	<p>YES</p>

by virtue of paragraph(s) 8, 9 of Part 1 of Schedule 7A
of the Local Government(Scotland) Act 1973.

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